

DATA ITEM DESCRIPTION

TITLE: TRAINING CONDUCT SUPPORT DOCUMENT

Number: DI-ALSS-81523A

Approval Date: 30 July 1999

AMSC Number: N7345

Limitation:

DTIC Applicable: No

GIDEP Applicable: No

Office Of Primary Responsibility: N/AS/PMA205

Applicable Forms: None

Use/relationship: The Training Conduct Support Document provides specific definition and direction to the instructor and trainees on learning objectives, equipment, and instructional media for use during the conduct of training. It also provides updates to course materials for life cycle maintenance of the training course.

a. This Data Item Description (DID) contains the preparation instructions for the content and format of the Training Conduct Support Document.

b. This DID contains the format, content, and intended use information for the data product resulting from the performance requirements described by 3.2.7 of MIL-PRF-29612A, and is applicable to the acquisition of training data products. Data product performance evaluation criteria are specified in 4.3.7 and 4.3.9 of MIL-PRF-29612A.

c. It is not intended that all the requirements contained herein should be applied to every program or program phase. Portions of this DID are subject to deletion tailoring depending upon the program phase in which it is applied in the contract. Any individual data requirement contained in this DID is subject to deletion tailoring.

d. This DID supersedes DI-ILSS-81523.

Requirements:

1. Format. The format of data contained within this DID is as follows:

- a. For paper-based products contractor format is acceptable.
- b. Standard digital data shall comply with the content and format requirements specified in the Defense Data Dictionary System (DDDS).

2. Content. The Training Conduct Support Document shall contain the following:

2.1 Front matter. Front matter shall consist of the following:

2.1.1 Cover. The cover shall provide information relevant to the identification of the training document as follows:

- a. Course title.
- b. Course number.
- c. Document number.
- d. Date of preparation.
- e. Training document type name (e.g., lesson plan, trainee guide).

- f. The “prepared for” block shall identify the using activity and career field.

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- g. The “prepared by” block shall identify the company/agency that developed the training document.
- h. The contract number shall identify the contract under which the training document was procured.
- i. Distribution statement and destruction notice.
- j. The publication by direction statement shall identify the contracting activity.
- k. Logos shall be as Service or command specified.
- l. Supersession statement.
- m. Foreign disclosure statement.
- n. Security classification.

2.1.2 List of effective pages. This data shall be provided in Volume I and shall include the listing of pages provided in all volumes.

2.1.3 Letter of promulgation. The letter of promulgation will be furnished by the Government.

2.1.4 Change record. This data shall be included in each separate volume. Volume I shall include the listing of pages provided in all volumes.

2.1.5 Hazard awareness notice. This data shall provide safety and environmental precautions for the protection of personnel and equipment and instructions for the reporting of hazards and safety violations. Hazard awareness statements shall cover relevant documentation references, general and specific precautions, hazard reporting criteria, and shall include the following:

- a. The documentation statement shall identify relevant documentation containing specific safety precautions and preventive measures that are applicable to the particular equipment.
- b. The general information statement shall identify hazards to personnel or equipment.
- c. The specific precautions statement shall identify specific direction to personnel concerning safety. Statements shall inform personnel that death, personal injury, and equipment damage can result from carelessness, failure to comply with approved procedures, or violations of WARNINGS, CAUTIONS, and safety regulations.
- d. The hazard reporting statement shall identify the requirement of personnel to report all hazards, safety violations, environmental considerations, and the activity to whom such reports should be sent.

2.1.6 Foreword/preface. This data shall contain the scope, purpose and applicability of the publication, and any other information the reader requires as an introduction to the document.

2.1.7 Definitions. This data shall include definitions of those words that are unique to the training document.

2.1.8 Table of contents. This data shall list all contents of the training document and shall include the paragraph number, paragraph title, and corresponding page number. It shall also include a list of figures and tables and shall include the figure/table number, title, and corresponding page number. Each volume in a set of documents shall contain its own list of

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figures/tables. In addition, Volume I shall contain a list of figures/tables for all volumes in the set.

2.1.9 How to use the training document. This data shall include descriptions of the following:

- a. Composition.
- b. Function.
- c. Use.
- d. Assignments.
- e. Equipment requirements.
- f. Instruction sheets.
- g. Test requirements.
- h. Division of materials into functional parts.

2.1.10 Executive summary. This data shall be developed using clear, concise narrative statements describing the methodology for data accumulation and analysis, the target population, the results of the analysis and recommendations as required.

2.2 Part 1: Lesson plan data requirements. The lesson plan contains data requirements that provide specific definition and direction to the instructor on learning objectives, equipment, instructional media requirements, and the conduct of training. Lesson plan data requirements shall include:

2.2.1 Front matter. Front matter shall be as defined in paragraph 2.1 above.

2.2.2 Administrative data. This data shall provide information required to prepare for, and conduct the lesson. Administrative information shall consist of:

- a. Course title.
- b. Document number.
- c. Course number.
- d. Curriculum name.
- e. Unit title.
- f. Unit number.
- g. Lesson title.
- h. Lesson number.
- i. Responsible authoring activity.
- j. Date of preparation.
- k. Effective date.
- l. Approval date.
- m. A list of topics/tasks to include task number, title, conditions, and standards.
- n. Security classification.
- o. Time breakdown (e.g., overall, classroom, laboratory).
- p. Student allotted lesson time.
- q. A list of references.
- r. A description of commonality.
- s. A description of instructional format.
- t. A list of learning objectives.
- u. A list of teaching points.

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- v. A list of equipment required for the instruction.
- w. A list of instructional aids.
- x. A description of testing requirements.
- y. A list of supporting papers.
- z. Revision dates.
- aa. A list of trainee instructional materials.
- ab. A description of multiple instructor requirements.
- ac. A description of instructional guidance.
- ad. A description of classroom, laboratory, training area, and range requirements.
- ae. A description of ammunition requirements.
- af. A description of prerequisites.
- ag. A list of source documentation.
- ah. A list of environmental considerations.
- ai. A description of additional support personnel requirements.

2.2.3 Instructional data. This data shall provide information to be presented during a course of instruction and shall include:

- a. Overview.
- b. Lesson strategy.
- c. Statement for student motivation.
- d. Statement for gaining student attention.
- e. Statement of the learning objectives.
- f. Safety precautions/hazard awareness notices related to the lesson topic.
- g. Review of materials previously presented and related to the new lesson topic.
- h. Discussion points.
- i. Instructional activities.
- j. Teaching points.
- k. Application.
- l. Procedures
- m. Evaluation.
- n. Intermediate summaries as required.
- o. Related instructor activities.
 - (1) Media cues.
 - (2) Helps.
 - (3) Questions.
 - (4) Answers to questions.
 - (5) Supporting papers.
- p. Learning objectives data shall consist of the following:
 - (1) Learning objective number and type.
 - (2) The learning objective statement.
 - (3) The instructional method(s).
 - (4) The time required to present the material.
 - (5) Instructor to student ratio.
- q. Review/summary.

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- r. Remotivation.
- s. Closure.
- t. Assignments for the trainee.
- u. Transition information necessary to proceed to the next topic.
- v. Test/evaluation of learning objectives.
- w. Critique of the course as applicable.

2.2.4 Trainee guide answer keys. The answer keys shall provide answers to questions in the associated trainee guide (see 2.3 below).

2.3 Part 2: Trainee guide data requirements. The trainee guide contains data which enhances the trainee's mastery of those knowledge, skills, and attitudes needed for a given subject and shall include:

2.3.1 Front matter. Front matter shall be as defined in paragraph 2.1 above.

2.3.2 Information sheet. This data shall provide the trainee with additional, amplifying, or background information essential for the trainee but not contained in the technical manuals or other official documentation. Information sheets shall consist of:

- a. Title and identification number.
- b. Introduction consisting of a narrative statement describing the purpose/intent of the document.
- c. List of references used to develop the information sheet.
- d. Materials designed to aid the trainee in comprehending the instructional topic and not contained in the technical manuals identified for use in the curricula.
- e. A list of supplemental reading materials.

2.3.3 Diagram sheet. This data shall provide illustrative material which depict a chalkboard sketch, an instructional media material or any diagram or schematic deemed important to the trainee. Diagram sheets shall consist of:

- a. Title and identification number.
- b. Illustrative materials.
- c. Source.

2.3.4 Job sheet. This data shall direct the trainee to use technical documentation, if available, in the step-by-step performance of tasks or functions encountered in the operational environment. Job sheets shall consist of:

- a. Title and identification number.
- b. Introduction consisting of a narrative statement describing the purpose/intent of the document.
- c. List, by nomenclature, of all equipment required for accomplishing the job.
- d. List of all reference documentation required to perform the task or function.
- e. Job steps listing the procedures for performing a task or function without duplicating data in the technical manual. Critical job steps shall be identified and require the instructor's initials and date of completion.

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- f. Self test questions providing an exercise in decision making similar to that required in the operational environment.

2.3.5 Assignment sheet. This data shall identify the required reading material and pose questions on the assignments for each individual topic. Assignment sheets shall consist of:

- a. Title and identification number.
- b. List of learning objectives, copied directly from the lesson plan.
- c. List of study assignment(s).
- d. Study questions written on the same learning level as the related learning objective.

2.3.6 Problem sheet. This data shall provide the trainee with practical problems requiring analysis and decision making similar to those problems which may occur in the operational environment. Problem sheets shall consist of:

- a. Title and identification number.
- b. Introduction consisting of a narrative statement describing the purpose/intent of the document.
- c. List of all reference documentation required to perform the task or function.
- d. Problem statements with all the data necessary to solve the problem(s).

2.3.7 Outline sheet. This data shall provide the trainee with an outline of the topic's major teaching points. Outline sheets shall allow trainees to follow the progress of a topic, to take notes as desired, and to retain topic information for future reference. Outline sheets shall consist of:

- a. Title and identification number.
- b. Introduction consisting of a narrative statement describing the purpose/intent of the outline sheet.
- c. An outline of the topic content.

2.4 Part 3: On-the-Job Training (OJT) handbook data. The OJT handbook data is a self-paced instructional system which leads the trainee to a specific skill development. OJT handbook data is a substitute for, a reinforcement of, or an extension of other forms of instruction. Hands-on exercises, training assignments, and troubleshooting problems are used when available for analyzing the documentation as well as for learning and testing. The OJT handbook data covers a specific area of learning (e.g., equipment, systems, or subsystems) pertaining to specific task or function(s) and is designed to allow the trainee to work independently at their own pace. The OJT handbook data may be used in either the formal or informal training environment and shall include:

2.4.1 Front matter. Front matter shall be as defined in paragraph 2.1 above.

2.4.2 Background. This data shall provide the trainee with background data and training guidelines for using the OJT handbook. Background shall consist of:

- a. Introduction of the system, subsystem, or equipment which the OJT handbook data supports.
- b. OJT handbook data organization description.

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- c. Guidelines and instructions for using the OJT handbook data.
- d. Outline of all tasks or duties to be performed.
- e. Instruction relating to the assignment of tasks.
- f. Prerequisites required to complete the OJT handbook data.

2.4.3 Work sheet. Work sheets shall provide procedures for performing a task or function. Work sheets shall direct the trainee to use the technical documentation, if available, in the step-by-step performance of tasks or functions. Work sheets shall include self-test questions. Work sheets shall consist of:

- a. Specific learning objectives that are satisfied by the successful performance/completion of the task.
- b. Specific task to be performed and how the task relates to the overall program.
- c. A list of required tools and test equipment.
- d. Safety precautions which the trainee must observe.
- e. General or discrete step-by-step procedures for performing operation, maintenance, troubleshooting, repair, and tasks/function.
- f. Self-test questions are developed to exercise the decision making requirements that a trainee may face at a work site. They shall be included, as applicable, following each performance step. (These questions constitute an open-book test, with the trainee permitted to use the technical manuals and other training program materials in seeking answers.)
- g. Each work sheet shall include the maximum allowable time, and blank spaces for the administrator's initials and actual time the trainee used to satisfactorily complete the task.

2.4.4 Tests and answer sheets. Tests and answer sheets shall provide written and, when required, performance tests for the end of each lesson or assignment along with the trainee answer sheets. The tests shall contain instructions to direct the trainee through the test and to the next OJT handbook element upon completion of the test. Each test item shall directly correspond to a test item in the lesson pretest. There shall be one test per lesson; however, for particularly long or difficult lessons there may be more. The test shall consist of:

- a. Title and lesson number.
- b. Directions for taking the test.
- c. Test items.
- d. Answer sheets.

2.4.5 Instructions for OJT program administrators. These instructions shall provide detailed information for the OJT program administrator on how to conduct training. This information shall be prepared so that it may be reproduced separate from other parts of the OJT handbook data. These instructions shall include:

- a. Guidelines and instructions for conducting the training program.
- b. Introduction to the system, subsystem, or equipment which the OJT handbook data supports.
- c. Question answer key.
- d. A list of step(s) the administrator will take when assigning a task.
- e. Explanation on how to evaluate the trainee's answers.

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- f. Explanation on how to evaluate the practical assignment(s).
- g. Information for preparing and administering the lessons.
- h. A list of fault(s), with insertion parameters, for the system, subsystem, or equipment. All safety considerations shall be addressed.
- i. Instructions and precautions for administrator inserted malfunctions.

2.4.6 Item-to-work assignment chart. This chart shall provide information on Personnel Performance Profile (PPP)/training task identification, work assignments and Personnel Qualification Standard (PQS). This chart shall consist of:

- a. PPP/training task identification shall consist of three sub-columns:
 - (1) PPP table/training task number.
 - (2) Item/sub-item or element/sub-element.
 - (3) Training Objective Statement (TOS) level.
- b. Work assignment shall consist of three sub-columns:
 - (1) Work assignment.
 - (2) Learning objective.
 - (3) Test item.
- c. PQS shall consist of two sub-columns:
 - (1) Identification number.
 - (2) Qualification task number.

2.5 Part 4: Instructional visual aids. Visual aids to be used by the instructor in the conduct of classes shall include:

2.5.1 Slides. The slides shall be provided in Service specified format(s). The slide program shall be in accordance with Government approved production standards.

2.5.2 Transparencies. The transparencies shall be provided in Service specified format(s). Transparencies shall be in accordance with Government approved production standards.

2.5.3 Wall charts. The wall charts shall be provided in Service specified format(s). Wall charts shall be in accordance with Government approved production standards.

2.5.4 Job Aids (JA). JAs shall provide step-by-step instructions related to the performance of a task in either the job or training environment. These procedural instructions shall be expressed as written or visual information or a combination of both. Each JA shall consist of:

- a. Title.
- b. Task.
- c. Applicable learning objective(s).
- d. Administrative instructions.
- e. Body (written or visual procedural guidance).

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2.6 Part 5: Training material change data. Training material change data provides information which is necessary for keeping the training materials current and compatible with the systems and equipment as engineering, technical or operational changes are made. Training material change data shall contain the following:

2.6.1 Training materials change. (Change to training materials for example; management documentation, curriculum materials, and instructional media materials may be developed after these materials are promulgated for use. A change to any training material is issued to add, amend, correct, substitute, delete or otherwise modify existing data and usually affects less than 30 percent (this is variable according to media type) of the material being changed, and does not impact on course learning objectives or resources.) A change shall consist of three parts: change pages, change materials, and change notices as follows:

- a. The change pages shall consist of all pages within the training materials that have been modified, corrected, or amended and those pages added or substituted. The change pages shall be in the format of the existing training materials. Changes in training materials shall be made by reissuing new pages on which the changes are to be shown. Complete two-sided pages (both sides) shall be replaced so that the old page can be removed and the new page inserted. (During development, it is essential that each change to a material page be checked for impact on other pages among the training materials.)
- b. The change materials shall include of the instructional media materials (e.g., slides, transparencies) that have been modified, corrected, or amended, added, or substituted. Changes to some media materials are not possible due to the nature of the material. When approved changes are made, the change materials shall be in the format of the existing training materials. (During development, it is essential that the change materials be checked for impact on the instructor guide and trainee guide, as well as other support materials.)
- c. Change notices are used to transmit changed training materials. Change notices are not used to make or transmit complete revisions. The change notice shall be a letter containing the promulgation heading, justification, and directions for inserting the change and shall include the following:
 - (1) The promulgation heading shall contain the name and address of the contracting activity, audience (all holders of the document or materials), change and document number, date of the change, number of pages or material items in the change notice, number of changes enclosed, and the signature of approval with the name and title typed beneath the signature.
 - (2) If the required information is available, this section shall state that the changes incorporate responses to change initiation documents. This phrase shall be followed by a list of the documents providing review and approval information for the change process. Impact of incorporation shall be specifically addressed.
 - (3) Directions for inserting the change shall provide directions for accomplishing the change, including additional paragraphs which shall provide instructions to enter the change into the document and to retain the change notice. For inserting a change that is supported by a list of effective pages, two columns are required: 1) remove page(s) and 2) insert page(s). Inserting a change

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that is not supported by a list of effective pages requires the following: 1) new page/material, 2) change status, and 3) superseded page/material.

2.6.2 Training materials revision. This data shall provide a revision of training materials to add, amend, correct, substitute, delete, or otherwise modify existing data. (A revision affects course learning objectives, requires additional resources, or the revision is of a magnitude to require a course trial of the material. A revision usually affects more than 50 percent (variable percentage according to media type) of the document or material being modified. A revision results in the replacement of existing curriculum materials with newly developed materials.)

3. Standard digital data. Standard digital data shall be delivered for the Standard Data Elements (SDEs) marked with an [X] in the "Required" box in Table 1.

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TABLE 1. Standard digital data requirements

DID PARAGRAPH AND RELATED STANDARD DATA ELEMENT(S)	REQUIRED
(2. <u>Content</u> . The Training Conduct Support Document shall contain the following:) DOCUMENT IDENTIFIER DOCUMENT Name (SDE) DOCUMENT NAME Type Code DOCUMENT Purpose Code DOCUMENT TYPE Code (Dev)	
(2.1 <u>Front matter</u> . Front matter shall consist of the following:) NO DATA ELEMENTS ASSOCIATED	
(2.1.1 <u>Cover</u> . The cover shall provide information relevant to the identification of the training document as follows:) DOCUMENT ASSOCIATION Reason Code (Dev) DOCUMENT Category Code DOCUMENT IDENTIFIER DOCUMENT Name (SDE) DOCUMENT NAME Type Code DOCUMENT Purpose Code	
(2.1.1a. Course title.) INSTRUCTIONAL UNIT DOCUMENT Reason Code INSTRUCTIONAL UNIT TYPE CODE (SDE) INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT TYPE CODE INSTRUCTIONAL-UNIT-NAME TEXT	
(2.1.1b. Course number.) INSTRUCTIONAL-UNIT IDENTIFIER	
(2.1.1c. Document number.) DOCUMENT IDENTIFIER	
(2.1.1d. Date of preparation.) DOCUMENT Date (Dev) DOCUMENT DATE Type Code	
(2.1.1e. Training document type name (e.g., lesson plan, trainee guide).) DOCUMENT Purpose Code DOCUMENT TYPE Code (Dev)	
(2.1.1f. The "prepared for" block shall identify the using activity and career field.) OCCUPATION NAME OCCUPATIONAL SPECIALTY CODE Identifier OCCUPATIONAL SPECIALTY CODE Type Code ORGANIZATION DOCUMENT Reason Code ORGANIZATION IDENTIFIER ORGANIZATION INSTRUCTIONAL UNIT ROLE CODE (SDE) ORGANIZATION-DOCUMENT BEGIN DATE ORGANIZATION-DOCUMENT END DATE ORGANIZATION-INSTRUCTIONAL-UNIT-ROLE CODE ORGANIZATION-OCCUPATION REASON CODE	
(2.1.1g. The "prepared by" block shall identify the company/agency that developed the training document.) ORGANIZATION DOCUMENT Reason Code ORGANIZATION IDENTIFIER ORGANIZATION-DOCUMENT BEGIN DATE ORGANIZATION-DOCUMENT END DATE ORGANIZATION-NAME TEXT ORGANIZATION-TYPE IDENTIFIER	

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TABLE 1. Standard digital data requirements - Continued

DID PARAGRAPH AND RELATED STANDARD DATA ELEMENT(S)	REQUIRED
(2.1.1h. The contract number shall identify the contract under which the training document was procured.) DOCUMENT ASSOCIATION Reason Code (Dev) DOCUMENT IDENTIFIER DOCUMENT TYPE Code (Dev) PLAN TYPE CODE (SDE) PLAN-ASSOCIATION IDENTIFIER PLAN-ASSOCIATION REASON CODE	
(2.1.1i. Distribution statement and destruction notice.) DOCUMENT ASSOCIATION Reason Code (Dev) DOCUMENT Category Code DOCUMENT IDENTIFIER DOCUMENT NAME Type Code DOCUMENT Purpose Code DOCUMENT STANDARD STATEMENT Text DOCUMENT STANDARD STATEMENT Type Code	
(2.1.1j. The publication by direction statement shall identify the contracting activity.) DOCUMENT ASSOCIATION Reason Code (Dev) DOCUMENT Category Code DOCUMENT IDENTIFIER DOCUMENT NAME Type Code DOCUMENT Purpose Code ORGANIZATION DOCUMENT Organization Role Code ORGANIZATION DOCUMENT Reason Code ORGANIZATION IDENTIFIER ORGANIZATION-DOCUMENT BEGIN DATE ORGANIZATION-DOCUMENT END DATE	
(2.1.1k. Logos shall be as Service or command specified.) DOCUMENT Category Code	
(2.1.1l. Supersession statement.) DOCUMENT Category Code	
(2.1.1m. Foreign disclosure statement.) DOCUMENT Category Code	
(2.1.1n. Security classification.) DOCUMENT Category Code	
(2.1.2 <u>List of effective pages</u> . This data shall be provided in Volume I and shall include the listing of pages provided in all volumes.) DOCUMENT Category Code	
(2.1.3 <u>Letter of promulgation</u> . The letter of promulgation will be furnished by the Government.) DOCUMENT ASSOCIATION Reason Code (Dev) DOCUMENT Category Code DOCUMENT IDENTIFIER DOCUMENT NAME Type Code DOCUMENT Purpose Code ORGANIZATION DOCUMENT Organization Role Code ORGANIZATION DOCUMENT Reason Code ORGANIZATION IDENTIFIER ORGANIZATION TYPE CATEGORY CODE (SDE) ORGANIZATION-DOCUMENT BEGIN DATE ORGANIZATION-DOCUMENT END DATE	
(2.1.4 <u>Change record</u> . This data shall be included in each separate volume. Volume I shall include the listing of pages provided in all volumes.) DOCUMENT Category Code	
(2.1.5 <u>Hazard awareness notice</u> . This data shall provide safety and environmental precautions	

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TABLE 1. Standard digital data requirements - Continued

DID PARAGRAPH AND RELATED STANDARD DATA ELEMENT(S)	REQUIRED
<p>for the protection of personnel and equipment and instructions for the reporting of hazards and safety violations. Hazard awareness statements shall cover relevant documentation references, general and specific precautions, hazard reporting criteria, and shall include the following:)</p> <p>DOCUMENT ASSOCIATION Reason Code (Dev)</p> <p>DOCUMENT Category Code</p> <p>DOCUMENT Date (Dev)</p> <p>DOCUMENT DATE Type Code</p> <p>DOCUMENT IDENTIFIER</p> <p>GUIDANCE CATEGORY CODE</p> <p>GUIDANCE DOCUMENT Reason Code</p> <p>GUIDANCE IDENTIFIER</p> <p>GUIDANCE Purpose Code</p> <p>GUIDANCE TYPE Code (Dev)</p> <p>ORGANIZATION DOCUMENT Reason Code</p> <p>ORGANIZATION IDENTIFIER</p> <p>ORGANIZATION-DOCUMENT BEGIN DATE</p> <p>ORGANIZATION-DOCUMENT END DATE</p> <p>ORGANIZATION-NAME TEXT</p> <p>PLAN TYPE CODE (SDE)</p> <p>PLAN-ASSOCIATION IDENTIFIER</p> <p>PLAN-ASSOCIATION REASON CODE</p> <p>RISK GUIDANCE Identifier</p> <p>RISK LEVEL Code</p> <p>RISK Type Code</p>	
<p>(2.1.5 a. The documentation statement shall identify relevant documentation containing specific safety precautions and preventive measures that are applicable to the particular equipment.)</p> <p>DOCUMENT ASSOCIATION Reason Code (Dev)</p> <p>DOCUMENT Category Code</p> <p>DOCUMENT IDENTIFIER</p> <p>GUIDANCE CATEGORY CODE</p> <p>GUIDANCE DOCUMENT Reason Code</p> <p>GUIDANCE IDENTIFIER</p> <p>GUIDANCE Purpose Code</p> <p>GUIDANCE TEXT</p> <p>GUIDANCE TYPE Code (Dev)</p> <p>MATERIEL GUIDANCE Reason Code</p> <p>MATERIEL ITEM TYPE CODE (SDE)</p> <p>MATERIEL-ITEM IDENTIFIER</p> <p>PLAN TYPE CODE (SDE)</p> <p>PLAN-ASSOCIATION IDENTIFIER</p> <p>PLAN-ASSOCIATION REASON CODE</p>	
<p>(2.1.5 b. The general information statement shall identify hazards to personnel or equipment.)</p> <p>DOCUMENT Category Code</p>	
<p>(2.1.5 c. The specific precautions statement shall identify specific direction to personnel concerning safety. Statements shall inform personnel that death, personal injury, and equipment damage can result from carelessness, failure to comply with approved procedures, or violations of WARNINGS, CAUTIONS, and safety regulations.)</p> <p>DOCUMENT ASSOCIATION Reason Code (Dev)</p> <p>DOCUMENT Category Code</p> <p>DOCUMENT IDENTIFIER</p> <p>DOCUMENT NAME Type Code</p> <p>DOCUMENT Purpose Code</p>	

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TABLE 1. Standard digital data requirements - Continued

DID PARAGRAPH AND RELATED STANDARD DATA ELEMENT(S)	REQUIRED
(2.1.5 d. The hazard reporting statement shall identify the requirement of personnel to report all hazards, safety violations, environmental considerations, and the activity to whom such reports should be sent.) GUIDANCE ASSOCIATION RELATIONSHIP REASON CODE (SDE) GUIDANCE CATEGORY CODE GUIDANCE DOCUMENT Reason Code GUIDANCE IDENTIFIER GUIDANCE Purpose Code GUIDANCE TYPE Code (Dev) ORGANIZATION DOCUMENT Organization Role Code ORGANIZATION DOCUMENT Reason Code ORGANIZATION IDENTIFIER ORGANIZATION-DOCUMENT BEGIN DATE ORGANIZATION-DOCUMENT END DATE ORGANIZATION-GUIDANCE REASON CODE ORGANIZATION-NAME TEXT	
(2.1.6 <u>Foreword/preface</u> . This data shall contain the scope, purpose and applicability of the publication, and any other information the reader requires as an introduction to the document.) DOCUMENT Category Code DOCUMENT Purpose Code DOCUMENT Purpose Text POSITION Description Text POSITION IDENTIFIER POSITION-TASK-TYPE BEGIN DATE POSITION-TASK-TYPE END DATE POSITION-TASK-TYPE REASON CODE TASK DOCUMENT Reason Code TASK IDENTIFIER	
(2.1.7 <u>Definitions</u> . This data shall include definitions of those words that are unique to the training document.) DOCUMENT Category Code	
(2.1.8 <u>Table of contents</u> . This data shall list all contents of the training document and shall include the paragraph number, paragraph title, and corresponding page number. It shall also include a list of figures and tables and shall include the figure/table number, title, and corresponding page number. Each volume in a set of documents shall contain its own list of figures/tables. In addition, Volume I shall contain a list of figures/tables for all volumes in the set.) DOCUMENT Category Code DOCUMENT IDENTIFIER	
(2.1.9 <u>How to use the training document</u> . This data shall include descriptions of the following:) DOCUMENT Purpose Code GUIDANCE CATEGORY CODE GUIDANCE DOCUMENT Reason Code GUIDANCE IDENTIFIER GUIDANCE TYPE Code (Dev)	
(2.1.9 a. Composition.) DOCUMENT ASSOCIATION Reason Code (Dev) DOCUMENT Category Code DOCUMENT IDENTIFIER	
(2.1.9 b. Function.) DOCUMENT Purpose Code	
(2.1.9 c. Use.) GUIDANCE CATEGORY CODE GUIDANCE DOCUMENT Reason Code	

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TABLE 1. Standard digital data requirements - Continued

DID PARAGRAPH AND RELATED STANDARD DATA ELEMENT(S)	REQUIRED
GUIDANCE IDENTIFIER GUIDANCE TYPE Code (Dev)	
(2.1.9 d. Assignments.) DOCUMENT ASSOCIATION Reason Code (Dev) DOCUMENT IDENTIFIER DOCUMENT TYPE Code (Dev) INSTRUCTIONAL UNIT DOCUMENT Reason Code INSTRUCTIONAL-UNIT IDENTIFIER PLAN TYPE CODE (SDE) PLAN-ASSOCIATION IDENTIFIER PLAN-ASSOCIATION REASON CODE	
(2.1.9 e. Equipment requirements.) INSTRUCTIONAL UNIT DOCUMENT Reason Code INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT-MATERIEL-ITEM REASON CODE MATERIEL CATEGORY CODE MATERIEL IDENTIFIER	
(2.1.9 f. Instruction sheets.) DOCUMENT Category Code INSTRUCTIONAL UNIT DOCUMENT Reason Code	
(2.1.9 g. Test requirements.) EXAMINATION IDENTIFIER INSTRUCTIONAL-UNIT-EXAMINATION REASON CODE	
(2.1.9 h. Division of materials into functional parts.) INSTRUCTIONAL UNIT TOPIC Code INSTRUCTIONAL-UNIT DESCRIPTION TEXT INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT-ASSOCIATION REASON CODE	
(2.1.10 <u>Executive summary.</u> This data shall be developed using clear, concise narrative statements describing the methodology for data accumulation and analysis, the target population, the results of the analysis and recommendations as required.) DOCUMENT Category Code EVALUATION EVENT Reason Code EVALUATION METHODOLOGY Identifier EVENT IDENTIFIER EVENT RESULT Description Text EVENT TYPE Code METHODOLOGY Identifier	
(2.2 Part 1: Lesson plan data requirements. The lesson plan contains data requirements that provide specific definition and direction to the instructor on learning objectives, equipment, instructional media requirements, and the conduct of training. Lesson plan data requirements shall include:) DOCUMENT IDENTIFIER DOCUMENT TYPE Code (Dev)	
(2.2.1 <u>Front matter.</u> Front matter shall be as defined in paragraph 2.1 above.) DOCUMENT ASSOCIATION Reason Code (Dev) DOCUMENT Category Code DOCUMENT Date (Dev) DOCUMENT DATE Type Code DOCUMENT IDENTIFIER DOCUMENT Name (SDE) DOCUMENT NAME Type Code DOCUMENT Purpose Code DOCUMENT Purpose Text	

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TABLE 1. Standard digital data requirements - Continued

DID PARAGRAPH AND RELATED STANDARD DATA ELEMENT(S)	REQUIRED
DOCUMENT STANDARD STATEMENT Text	
DOCUMENT STANDARD STATEMENT Type Code	
DOCUMENT TYPE Code (Dev)	
EDUCATIONAL-DISCIPLINE CODE	
EVALUATION EVENT Reason Code	
EVALUATION METHODOLOGY Identifier	
EVENT IDENTIFIER	
EVENT RESULT Identifier	
EVENT TYPE Code	
EXAMINATION IDENTIFIER	
GUIDANCE CATEGORY CODE	
GUIDANCE DOCUMENT Reason Code	
GUIDANCE IDENTIFIER	
GUIDANCE Purpose Code	
GUIDANCE TEXT	
GUIDANCE TYPE Code (Dev)	
INSTRUCTIONAL UNIT ASSOCIATION Reason Code (SDE)	
INSTRUCTIONAL UNIT DOCUMENT Reason Code	
INSTRUCTIONAL UNIT EDUCATIONAL DISCIPLINE Reason Code	
INSTRUCTIONAL UNIT TOPIC Code	
INSTRUCTIONAL-UNIT DESCRIPTION TEXT	
INSTRUCTIONAL-UNIT IDENTIFIER	
INSTRUCTIONAL-UNIT-ASSOCIATION REASON CODE	
INSTRUCTIONAL-UNIT-EXAMINATION REASON CODE	
INSTRUCTIONAL-UNIT-NAME TEXT	
MATERIEL GUIDANCE Reason Code	
MATERIEL ITEM TYPE CODE (SDE)	
MATERIEL-ITEM IDENTIFIER	
METHODOLOGY Identifier	
OCCUPATION NAME	
OCCUPATION-INSTRUCTIONAL-UNIT REASON CODE	
OCCUPATIONAL SPECIALTY CODE Identifier	
OCCUPATIONAL SPECIALTY CODE Type Code	
ORGANIZATION DOCUMENT Organization Role Code	
ORGANIZATION DOCUMENT Reason Code	
ORGANIZATION IDENTIFIER	
ORGANIZATION TYPE CATEGORY CODE (SDE)	
ORGANIZATION-DOCUMENT BEGIN DATE	
ORGANIZATION-DOCUMENT END DATE	
ORGANIZATION-GUIDANCE REASON CODE	
ORGANIZATION-INSTRUCTIONAL-UNIT-ROLE CODE	
ORGANIZATION-NAME TEXT	
ORGANIZATION-OCCUPATION REASON CODE	
PLAN TYPE CODE (SDE)	
PLAN-ASSOCIATION IDENTIFIER	
PLAN-ASSOCIATION REASON CODE	
POSITION Description Text	
POSITION IDENTIFIER	
POSITION-TASK-TYPE BEGIN DATE	
POSITION-TASK-TYPE END DATE	
POSITION-TASK-TYPE REASON CODE	
RISK GUIDANCE Identifier	
RISK Identifier	
RISK LEVEL Code	

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TABLE 1. Standard digital data requirements - Continued

DID PARAGRAPH AND RELATED STANDARD DATA ELEMENT(S)	REQUIRED
RISK Type Code TASK DOCUMENT Reason Code TASK IDENTIFIER	
(2.2.2 <u>Administrative data</u> . This data shall provide information required to prepare for, and conduct the lesson. Administrative information shall consist of:) INSTRUCTIONAL UNIT TOPIC Code INSTRUCTIONAL UNIT TYPE CODE (SDE) INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT TYPE CODE	
(2.2.2 a. Course title.) INSTRUCTIONAL UNIT TYPE CODE (SDE) INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT TYPE CODE INSTRUCTIONAL-UNIT-NAME TEXT	
(2.2.2 b. Document number.) DOCUMENT ALIAS Identifier DOCUMENT ALIAS TYPE Code DOCUMENT IDENTIFIER	
(2.2.2 c. Course number.) DOCUMENT ALIAS Identifier DOCUMENT ALIAS TYPE Code INSTRUCTIONAL UNIT DOCUMENT Reason Code INSTRUCTIONAL-UNIT IDENTIFIER	
(2.2.2 d. Curriculum name.) INSTRUCTIONAL UNIT TYPE CODE (SDE) INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT TYPE CODE INSTRUCTIONAL-UNIT-NAME TEXT	
(2.2.2 e. Unit title.) INSTRUCTIONAL UNIT TYPE CODE (SDE) INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT TYPE CODE INSTRUCTIONAL-UNIT-NAME TEXT	
(2.2.2 f. Unit number.) INSTRUCTIONAL UNIT TYPE CODE (SDE) INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT TYPE CODE	
(2.2.2 g. Lesson title.) INSTRUCTIONAL UNIT TYPE CODE (SDE) INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT TYPE CODE INSTRUCTIONAL-UNIT-LEARNING-OBJECTIVE REASON CODE INSTRUCTIONAL-UNIT-NAME TEXT LEARNING-OBJECTIVE IDENTIFIER POSITION IDENTIFIER POSITION-TASK-TYPE BEGIN DATE POSITION-TASK-TYPE END DATE POSITION-TASK-TYPE REASON CODE TASK IDENTIFIER TASK LEARNING OBJECTIVE Reason Code	
(2.2.2 h. Lesson number.) INSTRUCTIONAL UNIT TYPE CODE (SDE) INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT TYPE CODE	

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TABLE 1. Standard digital data requirements - Continued

DID PARAGRAPH AND RELATED STANDARD DATA ELEMENT(S)	REQUIRED
INSTRUCTIONAL-UNIT-NAME TEXT	
(2.2.2 i. Responsible authoring activity.) INSTRUCTIONAL-UNIT IDENTIFIER ORGANIZATION IDENTIFIER ORGANIZATION INSTRUCTIONAL UNIT ROLE CODE (SDE) ORGANIZATION-INSTRUCTIONAL-UNIT-ROLE CODE	
(2.2.2 j. Date of preparation.) INSTRUCTIONAL UNIT Date INSTRUCTIONAL UNIT DATE Type Code INSTRUCTIONAL-UNIT IDENTIFIER	
(2.2.2 k. Effective date.) INSTRUCTIONAL UNIT Date INSTRUCTIONAL UNIT DATE Type Code INSTRUCTIONAL-UNIT IDENTIFIER	
(2.2.2 l. Approval date.) INSTRUCTIONAL UNIT Date INSTRUCTIONAL UNIT DATE Type Code INSTRUCTIONAL-UNIT IDENTIFIER	
(2.2.2 m. A list of topics/tasks to include task number, title, conditions, and standards.) LEARNING OBJECTIVE PERFORMANCE CONDITION Reason Code LEARNING OBJECTIVE PERFORMANCE STANDARD Reason Code LEARNING-OBJECTIVE IDENTIFIER PERFORMANCE CONDITION Identifier PERFORMANCE STANDARD Identifier TASK IDENTIFIER TASK LEARNING OBJECTIVE Reason Code TASK NAME TASK PERFORMANCE CONDITION Reason Code TASK PERFORMANCE STANDARD Reason Code	
(2.2.2 n. Security classification.) DOCUMENT ASSOCIATION Reason Code (Dev) DOCUMENT Category Code DOCUMENT IDENTIFIER DOCUMENT NAME Type Code DOCUMENT Purpose Code INSTRUCTIONAL UNIT DOCUMENT Reason Code INSTRUCTIONAL UNIT SECURITY CLASSIFICATION Code INSTRUCTIONAL-UNIT IDENTIFIER SECURITY CLASSIFICATION Code SECURITY CLASSIFICATION Identifier	
(2.2.2 o. Time breakdown (e.g., overall, classroom, laboratory).) FACILITY IDENTIFIER INSTRUCTIONAL CLASS FACILITY Begin Date INSTRUCTIONAL CLASS FACILITY Begin Time INSTRUCTIONAL CLASS FACILITY End Date INSTRUCTIONAL CLASS FACILITY End Time INSTRUCTIONAL CLASS FACILITY Reason Code INSTRUCTIONAL CLASS INSTRUCTIONAL UNIT Reason Code INSTRUCTIONAL CLASS METHOD CODE (SDE) INSTRUCTIONAL CLASS PERSON TYPE Person Type Quantity INSTRUCTIONAL CLASS PERSON TYPE Role Code INSTRUCTIONAL UNIT METHODOLOGY Description Text INSTRUCTIONAL UNIT METHODOLOGY Reason Code INSTRUCTIONAL-CLASS IDENTIFIER	

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TABLE 1. Standard digital data requirements - Continued

DID PARAGRAPH AND RELATED STANDARD DATA ELEMENT(S)	REQUIRED
INSTRUCTIONAL-CLASS-METHOD CODE INSTRUCTIONAL-UNIT IDENTIFIER PERSON-TYPE IDENTIFIER	
(2.2.2 p. Student allotted lesson time.) INSTRUCTIONAL UNIT METHODOLOGY Description Text INSTRUCTIONAL UNIT METHODOLOGY Reason Code INSTRUCTIONAL UNIT TYPE CODE (SDE) INSTRUCTIONAL-CLASS-METHOD CODE INSTRUCTIONAL-UNIT ESTIMATED DURATION QUANTITY INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT TYPE CODE	
(2.2.2 q. A list of references.) DOCUMENT Date (Dev) DOCUMENT DATE Type Code DOCUMENT IDENTIFIER INSTRUCTIONAL UNIT DOCUMENT Reason Code INSTRUCTIONAL-UNIT IDENTIFIER ORGANIZATION DOCUMENT Organization Role Code ORGANIZATION DOCUMENT Reason Code ORGANIZATION IDENTIFIER ORGANIZATION-DOCUMENT BEGIN DATE ORGANIZATION-DOCUMENT END DATE ORGANIZATION-NAME TEXT PERSON DOCUMENT Person Role Code PERSON IDENTIFIER TASK DOCUMENT Reason Code TASK IDENTIFIER	
(2.2.2 r. A description of commonality.) INSTRUCTIONAL UNIT ASSOCIATION Reason Code (SDE) INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT-ASSOCIATION REASON CODE	
(2.2.2 s. A description of instructional format.) INSTRUCTIONAL CLASS METHOD CODE (SDE) INSTRUCTIONAL UNIT LEARNING STRATEGY Reason Code INSTRUCTIONAL UNIT METHODOLOGY Description Text INSTRUCTIONAL UNIT METHODOLOGY Reason Code INSTRUCTIONAL-CLASS-METHOD CODE INSTRUCTIONAL-UNIT IDENTIFIER LEARNING STRATEGY Identifier LEARNING STRATEGY Type Code	
(2.2.2 t. A list of learning objectives.) INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT-LEARNING-OBJECTIVE REASON CODE LEARNING-OBJECTIVE DESCRIPTION TEXT LEARNING-OBJECTIVE IDENTIFIER	
(2.2.2 u. A list of teaching points.) INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT-LEARNING-OBJECTIVE REASON CODE LEARNING OBJECTIVE LEARNING EVENT Reason Code	
(2.2.2 v. A list of equipment required for the instruction.) INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT-MATERIEL-ITEM REASON CODE MATERIEL ALTERNATE IDENTIFIER MATERIEL ALTERNATE IDENTIFIER Identifier	

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TABLE 1. Standard digital data requirements - Continued

DID PARAGRAPH AND RELATED STANDARD DATA ELEMENT(S)	REQUIRED
MATERIEL ALTERNATE IDENTIFIER Type Code MATERIEL IDENTIFIER MATERIEL-ITEM IDENTIFIER MATERIEL-ITEM TYPE CODE	
(2.2.2 w. A list of instructional aids.) INSTRUCTIONAL UNIT MATERIEL Reason Code INSTRUCTIONAL-UNIT IDENTIFIER MATERIEL IDENTIFIER MATERIEL-ITEM IDENTIFIER MATERIEL-ITEM TYPE CODE	
(2.2.2 x. A description of testing requirements.) EXAMINATION Description Text (Dev) EXAMINATION IDENTIFIER EXAMINATION METHODOLOGY Type Code INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT-EXAMINATION REASON CODE MATERIEL EXAMINATION Reason Code MATERIEL IDENTIFIER	
(2.2.2 y A list of supporting papers.) DOCUMENT Purpose Code INSTRUCTIONAL UNIT DOCUMENT Reason Code INSTRUCTIONAL-UNIT IDENTIFIER	
(2.2.2 z. Revision dates.) DOCUMENT ASSOCIATION Reason Code (Dev) DOCUMENT Date (Dev) DOCUMENT DATE Type Code DOCUMENT IDENTIFIER INSTRUCTIONAL UNIT DOCUMENT Reason Code INSTRUCTIONAL-UNIT IDENTIFIER	
(2.2.2 aa. A list of trainee instructional materials.) DOCUMENT Category Code DOCUMENT IDENTIFIER DOCUMENT Name (SDE) INSTRUCTIONAL UNIT DOCUMENT Reason Code INSTRUCTIONAL-UNIT IDENTIFIER ORGANIZATION DOCUMENT Organization Role Code ORGANIZATION DOCUMENT Reason Code ORGANIZATION IDENTIFIER ORGANIZATION-DOCUMENT BEGIN DATE ORGANIZATION-DOCUMENT END DATE PERSON TYPE INSTRUCTIONAL UNIT Role Code PERSON-TYPE IDENTIFIER	
(2.2.2 ab. A description of multiple instructor requirements.) CERTIFICATION-TYPE DESCRIPTION TEXT INSTRUCTIONAL CLASS INSTRUCTIONAL UNIT Reason Code INSTRUCTIONAL CLASS PERSON TYPE Person Type Quantity INSTRUCTIONAL CLASS PERSON TYPE Role Code INSTRUCTIONAL-UNIT IDENTIFIER PERSON TYPE CERTIFICATION TYPE Role Code PERSON-CERTIFICATION-ROLE CODE PERSON-TYPE IDENTIFIER	
(2.2.2 ac. A description of instructional guidance.) GUIDANCE IDENTIFIER GUIDANCE SUBJECT TEXT	

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TABLE 1. Standard digital data requirements - Continued

DID PARAGRAPH AND RELATED STANDARD DATA ELEMENT(S)	REQUIRED
GUIDANCE SYNOPSIS TEXT GUIDANCE TEXT INSTRUCTIONAL UNIT GUIDANCE Reason Code INSTRUCTIONAL-UNIT IDENTIFIER	
(2.2.2 ad. A description of classroom, laboratory, training area, and range requirements.) FACILITY TYPE Description Text FACILITY TYPE Identifier (Dev) INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT-FACILITY-TYPE REASON CODE	
(2.2.2 ae. A description of ammunition requirements.) INSTRUCTIONAL UNIT MATERIEL Reason Code INSTRUCTIONAL-UNIT IDENTIFIER MATERIEL IDENTIFIER MATERIEL-ITEM TYPE CODE	
(2.2.2 af. A description of prerequisites.) INSTRUCTIONAL UNIT ASSOCIATION Reason Code (SDE) INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT-ASSOCIATION REASON CODE INSTRUCTIONAL-UNIT-LEARNING-OBJECTIVE REASON CODE INSTRUCTIONAL-UNIT-NAME TEXT LEARNING OBJECTIVE LEARNING TYPE Reason Code LEARNING TYPE Category Code LEARNING-OBJECTIVE DESCRIPTION TEXT LEARNING-OBJECTIVE IDENTIFIER	
(2.2.2 ag. A list of source documentation.) DOCUMENT ASSOCIATION Reason Code (Dev) DOCUMENT IDENTIFIER DOCUMENT TYPE Identifier (Dev) INSTRUCTIONAL UNIT DOCUMENT Reason Code INSTRUCTIONAL-UNIT IDENTIFIER	
(2.2.2 ah. A list of environmental considerations.) GUIDANCE CATEGORY CODE GUIDANCE IDENTIFIER GUIDANCE Purpose Code GUIDANCE TYPE Code (Dev) INSTRUCTIONAL UNIT GUIDANCE Reason Code INSTRUCTIONAL-UNIT IDENTIFIER	
(2.2.2 ai. A description of additional support personnel requirements.) INSTRUCTIONAL-UNIT IDENTIFIER PERSON TYPE INSTRUCTIONAL UNIT Role Code	
(2.2.3 <u>Instructional data</u> . This data shall provide information to be presented during a course of instruction and shall include:) DOCUMENT ASSOCIATION Reason Code (Dev) DOCUMENT Category Code DOCUMENT IDENTIFIER DOCUMENT NAME Type Code DOCUMENT Purpose Code INSTRUCTIONAL UNIT DOCUMENT Reason Code INSTRUCTIONAL UNIT TYPE CODE (SDE) INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT TYPE CODE INSTRUCTIONAL-UNIT-ASSOCIATION REASON CODE	
(2.2.3 a. Overview.)	

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TABLE 1. Standard digital data requirements - Continued

DID PARAGRAPH AND RELATED STANDARD DATA ELEMENT(S)	REQUIRED
INSTRUCTIONAL-UNIT DESCRIPTION TEXT	
(2.2.3 b. Lesson strategy.) INSTRUCTIONAL CLASS METHOD CODE (SDE) INSTRUCTIONAL UNIT LEARNING STRATEGY Reason Code INSTRUCTIONAL UNIT METHODOLOGY Description Text INSTRUCTIONAL UNIT METHODOLOGY Reason Code INSTRUCTIONAL-CLASS-METHOD CODE INSTRUCTIONAL-UNIT IDENTIFIER LEARNING STRATEGY Identifier LEARNING STRATEGY Type Code	
(2.2.3 c. Statement for student motivation.) DOCUMENT Category Code DOCUMENT IDENTIFIER INSTRUCTIONAL UNIT DOCUMENT Reason Code INSTRUCTIONAL-UNIT-LEARNING-OBJECTIVE REASON CODE LEARNING-OBJECTIVE IDENTIFIER POSITION IDENTIFIER POSITION-TASK-TYPE BEGIN DATE POSITION-TASK-TYPE END DATE POSITION-TASK-TYPE REASON CODE TASK DOCUMENT Reason Code TASK IDENTIFIER TASK LEARNING OBJECTIVE Reason Code	
(2.2.3 d. Statement for gaining student attention.) DOCUMENT Category Code DOCUMENT IDENTIFIER INSTRUCTIONAL UNIT DOCUMENT Reason Code INSTRUCTIONAL-UNIT IDENTIFIER	
(2.2.3 e. Statement of the learning objectives.) INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT-LEARNING-OBJECTIVE REASON CODE LEARNING-OBJECTIVE DESCRIPTION TEXT LEARNING-OBJECTIVE IDENTIFIER	
(2.2.3 f. Safety precautions/hazard awareness notices related to the lesson topic.) GUIDANCE CATEGORY CODE GUIDANCE IDENTIFIER GUIDANCE Purpose Code GUIDANCE TEXT GUIDANCE TYPE Code (Dev) HAZARD GUIDANCE Identifier INSTRUCTIONAL UNIT GUIDANCE Reason Code	
(2.2.3 g. Review of materials previously presented and related to the new lesson topic.) DOCUMENT Category Code DOCUMENT IDENTIFIER INSTRUCTIONAL UNIT DOCUMENT Reason Code INSTRUCTIONAL UNIT TOPIC Code INSTRUCTIONAL UNIT TYPE CODE (SDE) INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT TYPE CODE INSTRUCTIONAL-UNIT-ASSOCIATION REASON CODE	
(2.2.3 h. Discussion points.) DOCUMENT ASSOCIATION Reason Code (Dev) DOCUMENT Category Code DOCUMENT IDENTIFIER	

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TABLE 1. Standard digital data requirements - Continued

DID PARAGRAPH AND RELATED STANDARD DATA ELEMENT(S)	REQUIRED
DOCUMENT NAME Type Code DOCUMENT Purpose Code INSTRUCTIONAL UNIT DOCUMENT Reason Code INSTRUCTIONAL-UNIT IDENTIFIER	
(2.2.3 i. Instructional activities.) INSTRUCTIONAL-UNIT-LEARNING-OBJECTIVE REASON CODE LEARNING ACTIVITY Identifier LEARNING OBJECTIVE LEARNING ACTIVITY Reason Code	
(2.2.3 j. Teaching points.) INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT-LEARNING-OBJECTIVE REASON CODE LEARNING-OBJECTIVE DESCRIPTION TEXT LEARNING-OBJECTIVE IDENTIFIER	
(2.2.3 k. Application.) LEARNING OBJECTIVE LEARNING STRATEGY Reason Code LEARNING STRATEGY Identifier LEARNING STRATEGY Type Code LEARNING-OBJECTIVE IDENTIFIER	
(2.2.3 l. Procedures) LEARNING OBJECTIVE METHODOLOGY Reason Code LEARNING-OBJECTIVE IDENTIFIER METHODOLOGY Description Text METHODOLOGY Identifier	
(2.2.3 m. Evaluation.) EVALUATION IDENTIFIER EVALUATION Type Code INSTRUCTIONAL UNIT EVALUATION Reason Code INSTRUCTIONAL-UNIT IDENTIFIER	
(2.2.3 n. Intermediate summaries as required.) DOCUMENT Category Code DOCUMENT IDENTIFIER INSTRUCTIONAL UNIT DOCUMENT Reason Code INSTRUCTIONAL-UNIT IDENTIFIER	
(2.2.3 o. Related instructor activities.) INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT-LEARNING-OBJECTIVE REASON CODE LEARNING ACTIVITY Code LEARNING ACTIVITY Identifier LEARNING OBJECTIVE LEARNING ACTIVITY Reason Code LEARNING-OBJECTIVE IDENTIFIER	
(2.2.3 o(1) Media cues.) LEARNING OBJECTIVE SENSORY STIMULUS Reason Code LEARNING-OBJECTIVE IDENTIFIER MEDIA FEATURE Identifier MEDIA FEATURE SENSORY STIMULUS Reason Code MEDIA FEATURE Type Code MEDIA Identifier SENSORY STIMULUS Cue Indicator Code SENSORY STIMULUS Identifier	
(2.2.3 o(2) Helps.) INSTRUCTIONAL UNIT MEDIA Reason Code (NDE) INSTRUCTIONAL-UNIT-MATERIEL-ITEM REASON CODE INSTRUCTIONAL-UNIT-PLANNED-COST AMOUNT MATERIEL-ASSOCIATION IDENTIFIER	

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TABLE 1. Standard digital data requirements - Continued

DID PARAGRAPH AND RELATED STANDARD DATA ELEMENT(S)	REQUIRED
MEDIA Identifier MEDIA Purpose Code	
(2.2.3 o(3) Questions.) EXAMINATION IDENTIFIER EXAMINATION INQUIRY ITEM Identifier INQUIRY ITEM Identifier (Can) INQUIRY ITEM Text INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT-EXAMINATION REASON CODE	
(2.2.3 o(4) Answers to questions.) INQUIRY ITEM Identifier (Can) INQUIRY ITEM PREDEFINED ANSWER Identifier	
(2.2.3 o(5) Supporting papers.) DOCUMENT Category Code DOCUMENT Date (Dev) DOCUMENT DATE Type Code DOCUMENT IDENTIFIER DOCUMENT Purpose Code INSTRUCTIONAL UNIT DOCUMENT Reason Code INSTRUCTIONAL-UNIT IDENTIFIER ORGANIZATION DOCUMENT Organization Role Code ORGANIZATION DOCUMENT Reason Code ORGANIZATION IDENTIFIER ORGANIZATION-DOCUMENT BEGIN DATE ORGANIZATION-DOCUMENT END DATE ORGANIZATION-NAME TEXT PERSON DOCUMENT Person Role Code PERSON IDENTIFIER PERSON-NAME CATEGORY CODE PERSON-NAME TEXT	
(2.2.3 p. Learning objectives data shall consist of the following:) INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT-LEARNING-OBJECTIVE REASON CODE LEARNING-OBJECTIVE IDENTIFIER	
(2.2.3 p(1) Learning objective number and type.) LEARNING-OBJECTIVE IDENTIFIER LEARNING-OBJECTIVE-ASSOCIATION REASON CODE	
(2.2.3 p(2) The learning objective statement.) LEARNING-OBJECTIVE DESCRIPTION TEXT	
(2.2.3 p(3) The instructional method(s).) INSTRUCTIONAL UNIT METHODOLOGY Description Text INSTRUCTIONAL UNIT METHODOLOGY Reason Code INSTRUCTIONAL-CLASS-METHOD CODE INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT-LEARNING-OBJECTIVE REASON CODE LEARNING OBJECTIVE MEDIA Description Text LEARNING OBJECTIVE MEDIA Reason Code LEARNING-OBJECTIVE IDENTIFIER LEARNING-OBJECTIVE-MATERIEL-ITEM REASON CODE MEDIA Identifier MEDIA TYPE Category Code	
(2.2.3 p(4) The time required to present the material.) INSTRUCTIONAL-UNIT ESTIMATED DURATION QUANTITY INSTRUCTIONAL-UNIT IDENTIFIER	

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TABLE 1. Standard digital data requirements - Continued

DID PARAGRAPH AND RELATED STANDARD DATA ELEMENT(S)	REQUIRED
INSTRUCTIONAL-UNIT-LEARNING-OBJECTIVE REASON CODE LEARNING-OBJECTIVE IDENTIFIER	
(2.2.3 p(5) Instructor to student ratio.) INSTRUCTIONAL-UNIT IDENTIFIER PERSON TYPE INSTRUCTIONAL UNIT Required Person Type Quantity PERSON TYPE INSTRUCTIONAL UNIT Role Code PERSON-TYPE IDENTIFIER	
(2.2.3 q. Review/summary.) INSTRUCTIONAL-UNIT DESCRIPTION TEXT INSTRUCTIONAL-UNIT IDENTIFIER	
(2.2.3 r. Remotivation.) DOCUMENT Category Code DOCUMENT IDENTIFIER INSTRUCTIONAL UNIT DOCUMENT Reason Code INSTRUCTIONAL-UNIT IDENTIFIER	
(2.2.3 s. Closure.) DOCUMENT Category Code DOCUMENT IDENTIFIER INSTRUCTIONAL UNIT DOCUMENT Reason Code INSTRUCTIONAL-UNIT IDENTIFIER	
(2.2.3 t. Assignments for the trainee.) INSTRUCTIONAL UNIT TASK Identifier INSTRUCTIONAL UNIT TASK Reason Code INSTRUCTIONAL-UNIT IDENTIFIER TASK-TYPE CATEGORY CODE TASK-TYPE DESCRIPTION TEXT TASK-TYPE IDENTIFIER TEACHING TASK TYPE Category Code TEACHING TASK TYPE Identifier	
(2.2.3 u. Transition information necessary to proceed to the next topic.) GUIDANCE CATEGORY CODE GUIDANCE IDENTIFIER GUIDANCE Purpose Code GUIDANCE TYPE Code (Dev) GUIDANCE-CITATION TYPE CODE INSTRUCTIONAL UNIT GUIDANCE Reason Code INSTRUCTIONAL-UNIT IDENTIFIER	
(2.2.3 v. Test/evaluation of learning objectives.) EVALUATION IDENTIFIER EXAMINATION IDENTIFIER INSTRUCTIONAL UNIT EVALUATION Reason Code INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT-EXAMINATION REASON CODE INSTRUCTIONAL-UNIT-LEARNING-OBJECTIVE REASON CODE LEARNING-OBJECTIVE IDENTIFIER	
(2.2.3 w. Critique of the course as applicable.) EVALUATION IDENTIFIER EVALUATION Type Code INSTRUCTIONAL UNIT EVALUATION Reason Code INSTRUCTIONAL UNIT TYPE CODE (SDE) INSTRUCTIONAL-UNIT TYPE CODE	
(2.2.4 <u>Trainee guide answer keys</u> . The answer keys shall provide answers to questions in the associated trainee guide (see 2.3 below).) DOCUMENT ASSOCIATION Reason Code (Dev)	

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TABLE 1. Standard digital data requirements - Continued

DID PARAGRAPH AND RELATED STANDARD DATA ELEMENT(S)	REQUIRED
DOCUMENT Category Code DOCUMENT IDENTIFIER DOCUMENT NAME Type Code DOCUMENT Purpose Code DOCUMENT TYPE Code (Dev) EXAMINATION IDENTIFIER EXAMINATION INQUIRY ITEM Identifier INQUIRY ITEM Identifier (Can) INQUIRY ITEM PREDEFINED ANSWER Identifier INSTRUCTIONAL UNIT DOCUMENT Reason Code INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT-EXAMINATION REASON CODE	
(2.3 Part 2: Trainee guide data requirements. The trainee guide contains data which enhances the trainee's mastery of those knowledge, skills, and attitudes needed for a given subject and shall include:) DOCUMENT IDENTIFIER DOCUMENT TYPE Code (Dev) INSTRUCTIONAL UNIT DOCUMENT Reason Code INSTRUCTIONAL-UNIT IDENTIFIER	
(2.3.1 Front matter. Front matter shall be as defined in paragraph 2.1 above.) DOCUMENT ASSOCIATION Reason Code (Dev) DOCUMENT Category Code DOCUMENT Date (Dev) DOCUMENT DATE Type Code DOCUMENT IDENTIFIER DOCUMENT Name (SDE) DOCUMENT NAME Type Code DOCUMENT Purpose Code DOCUMENT Purpose Text DOCUMENT STANDARD STATEMENT Text DOCUMENT STANDARD STATEMENT Type Code DOCUMENT TYPE Code (Dev) EDUCATIONAL-DISCIPLINE CODE EVALUATION EVENT Reason Code EVALUATION METHODOLOGY Identifier EVENT IDENTIFIER EVENT RESULT Identifier EVENT TYPE Code EXAMINATION IDENTIFIER GUIDANCE CATEGORY CODE GUIDANCE DOCUMENT Reason Code GUIDANCE IDENTIFIER GUIDANCE Purpose Code GUIDANCE TEXT GUIDANCE TYPE Code (Dev) INSTRUCTIONAL UNIT ASSOCIATION Reason Code (SDE) INSTRUCTIONAL UNIT DOCUMENT Reason Code INSTRUCTIONAL UNIT EDUCATIONAL DISCIPLINE Reason Code INSTRUCTIONAL UNIT TOPIC Code INSTRUCTIONAL-UNIT DESCRIPTION TEXT INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT-ASSOCIATION REASON CODE INSTRUCTIONAL-UNIT-EXAMINATION REASON CODE INSTRUCTIONAL-UNIT-NAME TEXT	

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TABLE 1. Standard digital data requirements - Continued

DID PARAGRAPH AND RELATED STANDARD DATA ELEMENT(S)	REQUIRED
MATERIEL GUIDANCE Reason Code MATERIEL ITEM TYPE CODE (SDE) MATERIEL-ITEM IDENTIFIER METHODOLOGY Identifier OCCUPATION NAME OCCUPATION-INSTRUCTIONAL-UNIT REASON CODE OCCUPATIONAL SPECIALTY CODE Identifier OCCUPATIONAL SPECIALTY CODE Type Code ORGANIZATION DOCUMENT Organization Role Code ORGANIZATION DOCUMENT Reason Code ORGANIZATION IDENTIFIER ORGANIZATION TYPE CATEGORY CODE (SDE) ORGANIZATION-DOCUMENT BEGIN DATE ORGANIZATION-DOCUMENT END DATE ORGANIZATION-GUIDANCE REASON CODE ORGANIZATION-INSTRUCTIONAL-UNIT-ROLE CODE ORGANIZATION-NAME TEXT ORGANIZATION-OCCUPATION REASON CODE PLAN TYPE CODE (SDE) PLAN-ASSOCIATION IDENTIFIER PLAN-ASSOCIATION REASON CODE POSITION Description Text POSITION IDENTIFIER POSITION-TASK-TYPE BEGIN DATE POSITION-TASK-TYPE END DATE POSITION-TASK-TYPE REASON CODE RISK GUIDANCE Identifier RISK Identifier RISK LEVEL Code RISK Type Code TASK DOCUMENT Reason Code TASK IDENTIFIER	
(2.3.2 Information sheet. This data shall provide the trainee with additional, amplifying, or background information essential for the trainee but not contained in the technical manuals or other official documentation. Information sheets shall consist of:) DOCUMENT IDENTIFIER DOCUMENT TYPE Code (Dev) INSTRUCTIONAL UNIT DOCUMENT Reason Code INSTRUCTIONAL-UNIT IDENTIFIER	
(2.3.2 a. Title and identification number.) INSTRUCTIONAL UNIT TYPE CODE (SDE) INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT TYPE CODE INSTRUCTIONAL-UNIT-NAME TEXT	
(2.3.2 b. Introduction consisting of a narrative statement describing the purpose/intent of the document.) DOCUMENT ASSOCIATION Reason Code (Dev) DOCUMENT Category Code DOCUMENT IDENTIFIER DOCUMENT NAME Type Code DOCUMENT Purpose Code	
(2.3.2 c. List of references used to develop the information sheet.) DOCUMENT ASSOCIATION Reason Code (Dev) DOCUMENT Category Code	

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TABLE 1. Standard digital data requirements - Continued

DID PARAGRAPH AND RELATED STANDARD DATA ELEMENT(S)	REQUIRED
DOCUMENT Date (Dev) DOCUMENT DATE Type Code DOCUMENT IDENTIFIER DOCUMENT Name (SDE) DOCUMENT NAME Type Code DOCUMENT Purpose Code ORGANIZATION DOCUMENT Organization Role Code ORGANIZATION DOCUMENT Reason Code ORGANIZATION IDENTIFIER ORGANIZATION-DOCUMENT BEGIN DATE ORGANIZATION-DOCUMENT END DATE ORGANIZATION-NAME TEXT PERSON DOCUMENT Person Role Code PERSON IDENTIFIER PLAN TYPE CODE (SDE) PLAN-ASSOCIATION IDENTIFIER PLAN-ASSOCIATION REASON CODE	
(2.3.2 d. Materials designed to aid the trainee in comprehending the instructional topic and not contained in the technical manuals identified for use in the curricula.) DOCUMENT IDENTIFIER DOCUMENT Purpose Code DOCUMENT TYPE Code (Dev)	
(2.3.2 e. A list of supplemental reading materials.) DOCUMENT Category Code DOCUMENT Date (Dev) DOCUMENT DATE Type Code DOCUMENT IDENTIFIER DOCUMENT Name (SDE) DOCUMENT Purpose Code INSTRUCTIONAL UNIT DOCUMENT Reason Code ORGANIZATION DOCUMENT Organization Role Code ORGANIZATION DOCUMENT Reason Code ORGANIZATION IDENTIFIER ORGANIZATION-DOCUMENT BEGIN DATE ORGANIZATION-DOCUMENT END DATE PERSON DOCUMENT Person Role Code PERSON IDENTIFIER PERSON-NAME CATEGORY CODE PERSON-NAME TEXT	
(2.3.3 <u>Diagram sheet</u> . This data shall provide illustrative material which depict a chalkboard sketch, an instructional media material or any diagram or schematic deemed important to the trainee. Diagram sheets shall consist of:) DOCUMENT FORMAT TYPE Code DOCUMENT IDENTIFIER INSTRUCTIONAL UNIT DOCUMENT Reason Code INSTRUCTIONAL-UNIT IDENTIFIER	
(2.3.3 a. Title and identification number.) DOCUMENT IDENTIFIER DOCUMENT Name (SDE)	
(2.3.3 b. Illustrative materials.) DOCUMENT ASSOCIATION Reason Code (Dev) DOCUMENT FORMAT TYPE Code DOCUMENT IDENTIFIER DOCUMENT TYPE Code (Dev)	

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TABLE 1. Standard digital data requirements - Continued

DID PARAGRAPH AND RELATED STANDARD DATA ELEMENT(S)	REQUIRED
PLAN TYPE CODE (SDE) PLAN-ASSOCIATION IDENTIFIER PLAN-ASSOCIATION REASON CODE	
(2.3.3 c. Source.) DOCUMENT ASSOCIATION Reason Code (Dev) DOCUMENT DATE Type Code DOCUMENT FORMAT TYPE Code DOCUMENT IDENTIFIER DOCUMENT Name (SDE) DOCUMENT TYPE Code (Dev) ORGANIZATION DOCUMENT Organization Role Code ORGANIZATION DOCUMENT Reason Code ORGANIZATION IDENTIFIER ORGANIZATION-DOCUMENT BEGIN DATE ORGANIZATION-DOCUMENT END DATE PERSON DOCUMENT Person Role Code PERSON IDENTIFIER	
(2.3.4 <u>Job sheet</u> . This data shall direct the trainee to use technical documentation, if available, in the step-by-step performance of tasks or functions encountered in the operational environment. Job sheets shall consist of:) DOCUMENT IDENTIFIER DOCUMENT TYPE Code (Dev) INSTRUCTIONAL UNIT DOCUMENT Reason Code INSTRUCTIONAL-UNIT IDENTIFIER	
(2.3.4 a. Title and identification number.) INSTRUCTIONAL UNIT DOCUMENT Reason Code INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT-NAME TEXT	
(2.3.4 b. Introduction consisting of a narrative statement describing the purpose/intent of the document.) DOCUMENT ASSOCIATION Reason Code (Dev) DOCUMENT Category Code DOCUMENT IDENTIFIER DOCUMENT NAME Type Code DOCUMENT Purpose Code	
(2.3.4 c. List, by nomenclature, of all equipment required for accomplishing the job.) INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT-LEARNING-OBJECTIVE REASON CODE LEARNING-OBJECTIVE IDENTIFIER MATERIEL-ITEM IDENTIFIER MATERIEL-ITEM TYPE CODE POSITION IDENTIFIER POSITION-TASK-TYPE BEGIN DATE POSITION-TASK-TYPE END DATE POSITION-TASK-TYPE REASON CODE TASK IDENTIFIER TASK LEARNING OBJECTIVE Reason Code TASK MATERIEL Reason Code	
(2.3.4 d. List of all reference documentation required to perform the task or function.) DOCUMENT DATE Type Code DOCUMENT IDENTIFIER DOCUMENT Name (SDE) ORGANIZATION DOCUMENT Organization Role Code ORGANIZATION DOCUMENT Reason Code	

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TABLE 1. Standard digital data requirements - Continued

DID PARAGRAPH AND RELATED STANDARD DATA ELEMENT(S)	REQUIRED
ORGANIZATION IDENTIFIER ORGANIZATION-DOCUMENT BEGIN DATE ORGANIZATION-DOCUMENT END DATE ORGANIZATION-NAME TEXT PERSON DOCUMENT Person Role Code PERSON IDENTIFIER PERSON-NAME CATEGORY CODE PERSON-NAME TEXT TASK DOCUMENT Reason Code TASK IDENTIFIER	
(2.3.4 e. Job steps listing the procedures for performing a task or function without duplicating data in the technical manual. Critical job steps shall be identified and require the instructor's initials and date of completion.) EVENT END DATE EVENT START DATE EVENT TYPE Code FUNCTIONAL-ACTIVITY IDENTIFIER INSTRUCTIONAL-UNIT IDENTIFIER METHODOLOGY Description Text METHODOLOGY Type Code PERSON TYPE INSTRUCTIONAL UNIT Role Code PERSON-TYPE IDENTIFIER POSITION IDENTIFIER POSITION-TASK-TYPE BEGIN DATE POSITION-TASK-TYPE END DATE POSITION-TASK-TYPE REASON CODE TASK ASSOCIATION REASON CODE (SDE) TASK Criticality Code TASK EVENT Reason Code TASK IDENTIFIER TASK METHODOLOGY Reason Code TASK PERSON TYPE Person Type Role Code TASK PERSON TYPE Reason Code TASK Purpose Code TASK-ASSOCIATION REASON CODE TASK-TYPE CATEGORY CODE	
(2.3.4 f. Self test questions providing an exercise in decision making similar to that required in the operational environment.) EXAMINATION IDENTIFIER EXAMINATION INQUIRY ITEM Identifier EXAMINATION TYPE Code INQUIRY ITEM Identifier (Can) TASK EXAMINATION Reason Code TASK IDENTIFIER	
(2.3.5 <u>Assignment sheet</u> . This data shall identify the required reading material and pose questions on the assignments for each individual topic. Assignment sheets shall consist of:) DOCUMENT IDENTIFIER DOCUMENT TYPE Code (Dev) INSTRUCTIONAL UNIT DOCUMENT Reason Code INSTRUCTIONAL-UNIT IDENTIFIER	
(2.3.5 a. Title and identification number.) INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT-NAME TEXT	
(2.3.5 b. List of learning objectives, copied directly from the lesson plan.)	

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TABLE 1. Standard digital data requirements - Continued

DID PARAGRAPH AND RELATED STANDARD DATA ELEMENT(S)	REQUIRED
INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT-LEARNING-OBJECTIVE REASON CODE LEARNING-OBJECTIVE DESCRIPTION TEXT LEARNING-OBJECTIVE IDENTIFIER	
(2.3.5 c. List of study assignment(s).) DOCUMENT ASSOCIATION Reason Code (Dev) DOCUMENT Category Code DOCUMENT Date (Dev) DOCUMENT DATE Type Code DOCUMENT IDENTIFIER DOCUMENT Name (SDE) DOCUMENT NAME Type Code DOCUMENT Purpose Code DOCUMENT TYPE Code (Dev) ORGANIZATION DOCUMENT Organization Role Code ORGANIZATION DOCUMENT Reason Code ORGANIZATION IDENTIFIER ORGANIZATION-DOCUMENT BEGIN DATE ORGANIZATION-DOCUMENT END DATE ORGANIZATION-NAME TEXT PERSON DOCUMENT Person Role Code PERSON IDENTIFIER PERSON-NAME CATEGORY CODE PERSON-NAME TEXT TASK-TYPE CATEGORY CODE TEACHING TASK TYPE Category Code	
(2.3.5 d. Study questions written on the same learning level as the related learning objective.) INQUIRY ITEM Identifier (Can) INQUIRY ITEM LEARNING OBJECTIVE Identifier INQUIRY ITEM Text INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT-LEARNING-OBJECTIVE REASON CODE LEARNING LEVEL Identifier LEARNING OBJECTIVE LEARNING LEVEL Reason Code LEARNING-OBJECTIVE IDENTIFIER	
(2.3.6 Problem sheet. This data shall provide the trainee with practical problems requiring analysis and decision making similar to those problems which may occur in the operational environment. Problem sheets shall consist of:) DOCUMENT IDENTIFIER DOCUMENT TYPE Code (Dev) INSTRUCTIONAL UNIT DOCUMENT Reason Code	
(2.3.6 a. Title and identification number.) INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT-NAME TEXT	
(2.3.6 b. Introduction consisting of a narrative statement describing the purpose/intent of the document.) DOCUMENT ASSOCIATION Reason Code (Dev) DOCUMENT Category Code DOCUMENT IDENTIFIER DOCUMENT Purpose Code	
(2.3.6 c. List of all reference documentation required to perform the task or function.) DOCUMENT ASSOCIATION Reason Code (Dev) DOCUMENT Category Code	

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TABLE 1. Standard digital data requirements - Continued

DID PARAGRAPH AND RELATED STANDARD DATA ELEMENT(S)	REQUIRED
DOCUMENT Date (Dev) DOCUMENT DATE Type Code DOCUMENT IDENTIFIER DOCUMENT Name (SDE) DOCUMENT NAME Type Code DOCUMENT Purpose Code FUNCTIONAL-ACTIVITY IDENTIFIER FUNCTIONAL-ACTIVITY MISSION TEXT ORGANIZATION DOCUMENT Organization Role Code ORGANIZATION DOCUMENT Reason Code ORGANIZATION IDENTIFIER ORGANIZATION-DOCUMENT BEGIN DATE ORGANIZATION-DOCUMENT END DATE ORGANIZATION-NAME TEXT PERSON DOCUMENT Person Role Code PERSON IDENTIFIER PERSON-NAME CATEGORY CODE PERSON-NAME TEXT TASK DOCUMENT Reason Code TASK IDENTIFIER	
(2.3.6 d. Problem statements with all the data necessary to solve the problem(s).) SITUATION EXPLANATION TEXT SITUATION Normality Code SITUATION TASK Reason Code SITUATION TYPE CODE (SDE) TASK IDENTIFIER	
(2.3.7 <u>Outline sheet</u> . This data shall provide the trainee with an outline of the topic's major teaching points. Outline sheets shall allow trainees to follow the progress of a topic, to take notes as desired, and to retain topic information for future reference. Outline sheets shall consist of:) DOCUMENT IDENTIFIER DOCUMENT TYPE Code (Dev) INSTRUCTIONAL UNIT DOCUMENT Reason Code INSTRUCTIONAL UNIT TOPIC Code INSTRUCTIONAL-UNIT IDENTIFIER	
(2.3.7 a. Title and identification number.) INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT-NAME TEXT	
(2.3.7 b. Introduction consisting of a narrative statement describing the purpose/intent of the outline sheet.) DOCUMENT ASSOCIATION Reason Code (Dev) DOCUMENT Category Code DOCUMENT IDENTIFIER DOCUMENT NAME Type Code DOCUMENT Purpose Code	
(2.3.7 c. An outline of the topic content.) INSTRUCTIONAL UNIT TOPIC Code INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT-ASSOCIATION REASON CODE	
(2.4 Part 3: On-the-Job Training (OJT) handbook data. The OJT handbook data is a self-paced instructional system which leads the trainee to a specific skill development. OJT handbook data is a substitute for, a reinforcement of, or an extension of other forms of instruction. Hands-on exercises, training assignments, and troubleshooting problems are used when available for analyzing the documentation as well as for learning and testing. The OJT	

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TABLE 1. Standard digital data requirements - Continued

DID PARAGRAPH AND RELATED STANDARD DATA ELEMENT(S)	REQUIRED
<p>handbook data covers a specific area of learning (e.g., equipment, systems, or subsystems) pertaining to specific task or function(s) and is designed to allow the trainee to work independently at their own pace. The OJT handbook data may be used in either the formal or informal training environment and shall include:)</p> <p>DOCUMENT Date (Dev) DOCUMENT DATE Type Code DOCUMENT IDENTIFIER DOCUMENT Name (SDE) DOCUMENT Purpose Code DOCUMENT TYPE Code (Dev) INSTRUCTIONAL UNIT DOCUMENT Reason Code INSTRUCTIONAL UNIT TYPE CODE (SDE) INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT TYPE CODE ORGANIZATION DOCUMENT Organization Role Code ORGANIZATION DOCUMENT Reason Code ORGANIZATION IDENTIFIER ORGANIZATION-DOCUMENT BEGIN DATE ORGANIZATION-DOCUMENT END DATE TASK DOCUMENT Reason Code TASK IDENTIFIER</p>	
<p>(2.4.1 <u>Front matter</u>. Front matter shall be as defined in paragraph 2.1 above.)</p> <p>DOCUMENT ASSOCIATION Reason Code (Dev) DOCUMENT Category Code DOCUMENT Date (Dev) DOCUMENT DATE Type Code DOCUMENT IDENTIFIER DOCUMENT Name (SDE) DOCUMENT NAME Type Code DOCUMENT Purpose Code DOCUMENT Purpose Text DOCUMENT STANDARD STATEMENT Text DOCUMENT STANDARD STATEMENT Type Code DOCUMENT TYPE Code (Dev) EDUCATIONAL-DISCIPLINE CODE EVALUATION EVENT Reason Code EVALUATION METHODOLOGY Identifier EVENT IDENTIFIER EVENT RESULT Identifier EVENT TYPE Code EXAMINATION IDENTIFIER GUIDANCE CATEGORY CODE GUIDANCE DOCUMENT Reason Code GUIDANCE IDENTIFIER GUIDANCE Purpose Code GUIDANCE TEXT GUIDANCE TYPE Code (Dev) INSTRUCTIONAL UNIT ASSOCIATION Reason Code (SDE) INSTRUCTIONAL UNIT DOCUMENT Reason Code INSTRUCTIONAL UNIT EDUCATIONAL DISCIPLINE Reason Code INSTRUCTIONAL UNIT TOPIC Code INSTRUCTIONAL-UNIT DESCRIPTION TEXT INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT-ASSOCIATION REASON CODE</p>	

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TABLE 1. Standard digital data requirements - Continued

DID PARAGRAPH AND RELATED STANDARD DATA ELEMENT(S)	REQUIRED
INSTRUCTIONAL-UNIT-EXAMINATION REASON CODE INSTRUCTIONAL-UNIT-NAME TEXT MATERIEL GUIDANCE Reason Code MATERIEL ITEM TYPE CODE (SDE) MATERIEL-ITEM IDENTIFIER METHODOLOGY Identifier OCCUPATION NAME OCCUPATION-INSTRUCTIONAL-UNIT REASON CODE OCCUPATIONAL SPECIALTY CODE Identifier OCCUPATIONAL SPECIALTY CODE Type Code ORGANIZATION DOCUMENT Organization Role Code ORGANIZATION DOCUMENT Reason Code ORGANIZATION IDENTIFIER ORGANIZATION TYPE CATEGORY CODE (SDE) ORGANIZATION-DOCUMENT BEGIN DATE ORGANIZATION-DOCUMENT END DATE ORGANIZATION-GUIDANCE REASON CODE ORGANIZATION-INSTRUCTIONAL-UNIT-ROLE CODE ORGANIZATION-NAME TEXT ORGANIZATION-OCCUPATION REASON CODE PLAN TYPE CODE (SDE) PLAN-ASSOCIATION IDENTIFIER PLAN-ASSOCIATION REASON CODE POSITION Description Text POSITION IDENTIFIER POSITION-TASK-TYPE BEGIN DATE POSITION-TASK-TYPE END DATE POSITION-TASK-TYPE REASON CODE RISK GUIDANCE Identifier RISK Identifier RISK LEVEL Code RISK Type Code TASK DOCUMENT Reason Code TASK IDENTIFIER	
(2.4.2 <u>Background</u> . This data shall provide the trainee with background data and training guidelines for using the OJT handbook. Background shall consist of:) DOCUMENT ASSOCIATION Reason Code (Dev) DOCUMENT Category Code DOCUMENT IDENTIFIER DOCUMENT NAME Type Code DOCUMENT Purpose Code DOCUMENT SITUATION Reason Code SITUATION EXPLANATION TEXT SITUATION IDENTIFIER	
(2.4.2 a. Introduction of the system, subsystem, or equipment which the OJT handbook data supports.) DOCUMENT ASSOCIATION Reason Code (Dev) DOCUMENT Category Code DOCUMENT IDENTIFIER DOCUMENT NAME Type Code DOCUMENT Purpose Code INSTRUCTIONAL UNIT DOCUMENT Reason Code INSTRUCTIONAL UNIT TYPE CODE (SDE) INSTRUCTIONAL-UNIT IDENTIFIER	

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TABLE 1. Standard digital data requirements - Continued

DID PARAGRAPH AND RELATED STANDARD DATA ELEMENT(S)	REQUIRED
INSTRUCTIONAL-UNIT TYPE CODE MATERIEL IDENTIFIER MATERIEL-ITEM IDENTIFIER MATERIEL-ITEM TYPE CODE TASK DOCUMENT Reason Code TASK IDENTIFIER TASK MATERIEL Reason Code	
(2.4.2 b. OJT handbook data organization description.) DOCUMENT Description Text (Dev) DOCUMENT IDENTIFIER DOCUMENT Purpose Code	
(2.4.2 c. Guidelines and instructions for using the OJT handbook data.) DOCUMENT IDENTIFIER GUIDANCE DOCUMENT Reason Code GUIDANCE IDENTIFIER	
(2.4.2 d. Outline of all tasks or duties to be performed.) INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT-LEARNING-OBJECTIVE REASON CODE LEARNING-OBJECTIVE IDENTIFIER TASK ASSOCIATION REASON CODE (SDE) TASK DESCRIPTION TEXT TASK IDENTIFIER TASK LEARNING OBJECTIVE Reason Code TASK-ASSOCIATION REASON CODE	
(2.4.2 e. Instruction relating to the assignment of tasks.) GUIDANCE IDENTIFIER GUIDANCE TEXT TASK GUIDANCE Reason Code TASK IDENTIFIER	
(2.4.2 f. Prerequisites required to complete the OJT handbook data.) AFFECTIVE-ATTITUDE Description Text AFFECTIVE ATTITUDE Identifier INSTRUCTIONAL UNIT ASSOCIATION Reason Code (SDE) INSTRUCTIONAL UNIT TYPE CODE (SDE) INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT TYPE CODE INSTRUCTIONAL-UNIT-ASSOCIATION REASON CODE INSTRUCTIONAL-UNIT-LEARNING-OBJECTIVE REASON CODE KNOWLEDGE TYPE Description Text KNOWLEDGE TYPE Identifier LEARNING OBJECTIVE LEARNING TYPE Reason Code LEARNING TYPE Category Code LEARNING TYPE Identifier LEARNING-OBJECTIVE IDENTIFIER PSYCHOMOTOR SKILL TYPE Code PSYCHOMOTOR SKILL TYPE Identifier	
(2.4.3 <u>Work sheet</u> . Work sheets shall provide procedures for performing a task or function. Work sheets shall direct the trainee to use the technical documentation, if available, in the step-by-step performance of tasks or functions. Work sheets shall include self-test questions. Work sheets shall consist of:) DOCUMENT FORMAT TYPE Code DOCUMENT IDENTIFIER DOCUMENT TYPE Code (Dev) INSTRUCTIONAL UNIT DOCUMENT Reason Code	

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TABLE 1. Standard digital data requirements - Continued

DID PARAGRAPH AND RELATED STANDARD DATA ELEMENT(S)	REQUIRED
INSTRUCTIONAL-UNIT DESCRIPTION TEXT INSTRUCTIONAL-UNIT IDENTIFIER	
(2.4.3 a. Specific learning objectives that are satisfied by the successful performance/completion of the task.) LEARNING-OBJECTIVE IDENTIFIER TASK IDENTIFIER TASK LEARNING OBJECTIVE Reason Code	
(2.4.3 b. Specific task to be performed and how the task relates to the overall program.) INSTRUCTIONAL UNIT TYPE CODE (SDE) INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT TYPE CODE INSTRUCTIONAL-UNIT-LEARNING-OBJECTIVE REASON CODE LEARNING-OBJECTIVE IDENTIFIER TASK IDENTIFIER TASK LEARNING OBJECTIVE Reason Code	
(2.4.3 c. A list of required tools and test equipment.) MATERIEL CATEGORY CODE (SDE) MATERIEL IDENTIFIER MATERIEL-ITEM IDENTIFIER MATERIEL-ITEM TYPE CODE TASK IDENTIFIER TASK TASK TYPE Identifier TASK TYPE MATERIEL Reason Code	
(2.4.3 d. Safety precautions which the trainee must observe.) GUIDANCE CATEGORY CODE GUIDANCE IDENTIFIER GUIDANCE Purpose Code GUIDANCE SUBJECT TEXT GUIDANCE SYNOPSIS TEXT GUIDANCE TYPE Code (Dev) INSTRUCTIONAL UNIT GUIDANCE Reason Code INSTRUCTIONAL-UNIT IDENTIFIER	
(2.4.3 e. General or discrete step-by-step procedures for performing operation, maintenance, troubleshooting, repair, and tasks/function.) FUNCTIONAL-ACTIVITY IDENTIFIER METHODOLOGY Description Text METHODOLOGY Purpose Code METHODOLOGY Type Code POSITION IDENTIFIER POSITION-TASK-TYPE BEGIN DATE POSITION-TASK-TYPE END DATE POSITION-TASK-TYPE REASON CODE TASK ASSOCIATION REASON CODE (SDE) TASK IDENTIFIER TASK METHODOLOGY Reason Code TASK Purpose Code TASK-ASSOCIATION REASON CODE TASK-TYPE CATEGORY CODE	
(2.4.3 f. Self-test questions are developed to exercise the decision making requirements that a trainee may face at a work site. They shall be included, as applicable, following each performance step. (These questions constitute an open-book test, with the trainee permitted to use the technical manuals and other training program materials in seeking answers.)) EXAMINATION IDENTIFIER EXAMINATION INQUIRY ITEM Identifier	

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TABLE 1. Standard digital data requirements - Continued

DID PARAGRAPH AND RELATED STANDARD DATA ELEMENT(S)	REQUIRED
INQUIRY ITEM Identifier (Can) INQUIRY ITEM Text TASK EXAMINATION Reason Code TASK IDENTIFIER	
(2.4.3 g. Each work sheet shall include the maximum allowable time, and blank spaces for the administrator's initials and actual time the trainee used to satisfactorily complete the task.) INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT-LEARNING-OBJECTIVE REASON CODE LEARNING-OBJECTIVE IDENTIFIER PERSON TYPE INSTRUCTIONAL UNIT Maximum Person Type Quantity PERSON TYPE INSTRUCTIONAL UNIT Role Code PERSON-TYPE IDENTIFIER TASK IDENTIFIER TASK LEARNING OBJECTIVE Reason Code	
(2.4.4 <u>Tests and answer sheets</u> . Tests and answer sheets shall provide written and, when required, performance tests for the end of each lesson or assignment along with the trainee answer sheets. The tests shall contain instructions to direct the trainee through the test and to the next OJT handbook element upon completion of the test. Each test item shall directly correspond to a test item in the lesson pretest. There shall be one test per lesson; however, for particularly long or difficult lessons there may be more. The test shall consist of:) DOCUMENT IDENTIFIER DOCUMENT TYPE Code (Dev) EXAMINATION DOCUMENT Identifier EXAMINATION IDENTIFIER EXAMINATION INQUIRY ITEM Identifier INQUIRY ITEM Identifier (Can) INQUIRY ITEM PREDEFINED ANSWER Identifier INQUIRY ITEM Text INSTRUCTIONAL UNIT DOCUMENT Reason Code INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT-EXAMINATION REASON CODE	
(2.4.4 a. Title and lesson number.) DOCUMENT IDENTIFIER INSTRUCTIONAL UNIT DOCUMENT Reason Code INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT-NAME TEXT	
(2.4.4 b. Directions for taking the test.) EXAMINATION GUIDANCE Identifier EXAMINATION IDENTIFIER GUIDANCE IDENTIFIER INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT-EXAMINATION REASON CODE	
(2.4.4 c. Test items.) EXAMINATION IDENTIFIER EXAMINATION INQUIRY ITEM Identifier INQUIRY ITEM Identifier (Can) INQUIRY ITEM Text	
(2.4.4 d. Answer sheets.) DOCUMENT IDENTIFIER DOCUMENT TYPE Code (Dev) EXAMINATION DOCUMENT Identifier EXAMINATION IDENTIFIER	
(2.4.5 <u>Instructions for OJT program administrators</u> . These instructions shall provide detailed	

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TABLE 1. Standard digital data requirements - Continued

DID PARAGRAPH AND RELATED STANDARD DATA ELEMENT(S)	REQUIRED
information for the OJT program administrator on how to conduct training. This information shall be prepared so that it may be reproduced separate from other parts of the OJT handbook data. These instructions shall include:) DOCUMENT IDENTIFIER DOCUMENT TYPE Code (Dev) GUIDANCE DOCUMENT Reason Code GUIDANCE IDENTIFIER GUIDANCE Purpose Code GUIDANCE TYPE Code (Dev) INSTRUCTIONAL UNIT DOCUMENT Reason Code INSTRUCTIONAL-UNIT IDENTIFIER	
(2.4.5 a. Guidelines and instructions for conducting the training program.) GUIDANCE CATEGORY CODE GUIDANCE IDENTIFIER GUIDANCE TYPE Code (Dev) INSTRUCTIONAL UNIT GUIDANCE Reason Code INSTRUCTIONAL UNIT TYPE CODE (SDE) INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT TYPE CODE	
(2.4.5 b. Introduction to the system, subsystem, or equipment which the OJT handbook data supports.) DOCUMENT IDENTIFIER INSTRUCTIONAL UNIT DOCUMENT Reason Code INSTRUCTIONAL UNIT MATERIEL Reason Code INSTRUCTIONAL-UNIT IDENTIFIER MATERIEL CATEGORY CODE MATERIEL IDENTIFIER MATERIEL-ITEM IDENTIFIER MATERIEL-ITEM TYPE CODE SYSTEM TYPE Code	
(2.4.5 c. Question answer key.) EXAMINATION IDENTIFIER EXAMINATION INQUIRY ITEM Identifier INQUIRY ITEM Identifier (Can) INQUIRY ITEM PREDEFINED ANSWER Identifier INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT-EXAMINATION REASON CODE	
(2.4.5 d. A list of step(s) the administrator will take when assigning a task.) INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT-LEARNING-OBJECTIVE REASON CODE LEARNING-OBJECTIVE IDENTIFIER PERSON TYPE INSTRUCTIONAL UNIT Role Code PERSON-TYPE IDENTIFIER TASK ASSOCIATION REASON CODE (SDE) TASK DESCRIPTION TEXT TASK IDENTIFIER TASK LEARNING OBJECTIVE Reason Code TASK PERSON TYPE Reason Code TASK Purpose Code TASK-ASSOCIATION REASON CODE TASK-TYPE CATEGORY CODE	
(2.4.5 e. Explanation on how to evaluate the trainee's answers.) EXAMINATION IDENTIFIER EXAMINATION INQUIRY ITEM Identifier	

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TABLE 1. Standard digital data requirements - Continued

DID PARAGRAPH AND RELATED STANDARD DATA ELEMENT(S)	REQUIRED
GUIDANCE IDENTIFIER GUIDANCE Purpose Code GUIDANCE TYPE Code (Dev) INQUIRY ITEM GUIDANCE Identifier INQUIRY ITEM Identifier (Can) INQUIRY ITEM PREDEFINED ANSWER Identifier	
(2.4.5 f. Explanation on how to evaluate the practical assignment(s).) EXAMINATION IDENTIFIER EXAMINATION INQUIRY ITEM Identifier GUIDANCE IDENTIFIER GUIDANCE Purpose Code GUIDANCE TYPE Code (Dev) INQUIRY ITEM GUIDANCE Identifier INQUIRY ITEM Identifier (Can) INQUIRY ITEM PREDEFINED ANSWER Identifier	
(2.4.5 g. Information for preparing and administering the lessons.) GUIDANCE IDENTIFIER GUIDANCE Purpose Code INSTRUCTIONAL UNIT GUIDANCE Reason Code INSTRUCTIONAL-UNIT IDENTIFIER	
(2.4.5 h. A list of fault(s), with insertion parameters, for the system, subsystem, or equipment. All safety considerations shall be addressed.) CONSTRAINT Description Text CONSTRAINT Identifier GUIDANCE CATEGORY CODE GUIDANCE CONSTRAINT Identifier GUIDANCE IDENTIFIER GUIDANCE Purpose Code GUIDANCE TYPE Code (Dev) MATERIEL CATEGORY CODE MATERIEL CONSTRAINT Identifier MATERIEL CONSTRAINT Reason Code MATERIEL IDENTIFIER MATERIEL-ITEM IDENTIFIER MATERIEL-ITEM TYPE CODE SITUATION CONSTRAINT Reason Code SITUATION IDENTIFIER SITUATION TYPE CODE (SDE) SYSTEM TYPE Code	
(2.4.5 i. Instructions and precautions for administrator inserted malfunctions.) CONSTRAINT Identifier GUIDANCE CATEGORY CODE GUIDANCE CONSTRAINT Identifier GUIDANCE IDENTIFIER GUIDANCE TYPE Code (Dev) MATERIEL CONSTRAINT Identifier MATERIEL CONSTRAINT Reason Code MATERIEL IDENTIFIER	
(2.4.6 <u>Item-to-work assignment chart</u> . This chart shall provide information on Personnel Performance Profile (PPP)/training task identification, work assignments and Personnel Qualification Standard (PQS). This chart shall consist of:) DOCUMENT IDENTIFIER DOCUMENT TYPE Code (Dev) INSTRUCTIONAL UNIT DOCUMENT Reason Code	

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TABLE 1. Standard digital data requirements - Continued

DID PARAGRAPH AND RELATED STANDARD DATA ELEMENT(S)	REQUIRED
INSTRUCTIONAL-UNIT IDENTIFIER	
(2.4.6 a. PPP/training task identification shall consist of three sub-columns:) DOCUMENT Category Code PERFORMANCE STANDARD DOCUMENT Identifier PERFORMANCE STANDARD DOCUMENT Reason Code PERSON TYPE PERFORMANCE STANDARD Code PERSON TYPE PERFORMANCE STANDARD Identifier TASK IDENTIFIER	
(2.4.6 a(1) PPP table/training task number.) DOCUMENT Category Code DOCUMENT IDENTIFIER PERFORMANCE STANDARD DOCUMENT Identifier	
(2.4.6 a(2) Item/sub-item or element/sub-element.) DOCUMENT Category Code DOCUMENT IDENTIFIER PERFORMANCE STANDARD DOCUMENT Identifier PERFORMANCE STANDARD DOCUMENT Reason Code PERSON TYPE PERFORMANCE STANDARD Code PERSON TYPE PERFORMANCE STANDARD Identifier	
(2.4.6 a(3) Training Objective Statement (TOS) level.) PERFORMANCE STANDARD DOCUMENT Identifier	
(2.4.6 b. Work assignment shall consist of three sub-columns:) DOCUMENT TYPE Code (Dev) TASK DOCUMENT Reason Code TASK IDENTIFIER	
(2.4.6 b(1) Work assignment.) TASK DESCRIPTION TEXT TASK IDENTIFIER	
(2.4.6 b(2) Learning objective.) LEARNING-OBJECTIVE DESCRIPTION TEXT LEARNING-OBJECTIVE IDENTIFIER TASK IDENTIFIER TASK LEARNING OBJECTIVE Reason Code	
(2.4.6 b(3) Test item.) EXAMINATION IDENTIFIER EXAMINATION INQUIRY ITEM Identifier INQUIRY ITEM Identifier (Can) INSTRUCTIONAL-UNIT IDENTIFIER INSTRUCTIONAL-UNIT-EXAMINATION REASON CODE	
(2.4.6 c. PQS shall consist of two sub-columns:) GUIDANCE CATEGORY CODE GUIDANCE DOCUMENT Reason Code GUIDANCE IDENTIFIER GUIDANCE TYPE Code (Dev)	
(2.4.6 c(1) Identification number.) GUIDANCE ALIAS Identifier GUIDANCE ALIAS TYPE Code GUIDANCE CATEGORY CODE GUIDANCE IDENTIFIER GUIDANCE TYPE Code (Dev)	
(2.4.6 c(2) Qualification task number.) GUIDANCE CATEGORY CODE GUIDANCE IDENTIFIER GUIDANCE TYPE Code (Dev)	

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TABLE 1. Standard digital data requirements - Continued

DID PARAGRAPH AND RELATED STANDARD DATA ELEMENT(S)	REQUIRED
LEARNING TYPE Category Code LEARNING TYPE GUIDANCE Reason Code PSYCHOMOTOR SKILL TYPE Identifier	
(2.5 Part 4: Instructional visual aids. Visual aids to be used by the instructor in the conduct of classes shall include:) INSTRUCTIONAL UNIT MATERIEL Reason Code INSTRUCTIONAL-UNIT IDENTIFIER MATERIEL PURPOSE Code MATERIEL-ITEM IDENTIFIER MATERIEL-ITEM TYPE CODE	
(2.5.1 <u>Slides</u> . The slides shall be provided in Service specified format(s). The slide program shall be in accordance with Government approved production standards.) DOCUMENT IDENTIFIER DOCUMENT MEDIA Code GUIDANCE CATEGORY CODE GUIDANCE DOCUMENT Reason Code GUIDANCE IDENTIFIER GUIDANCE TYPE Code (Dev) INSTRUCTIONAL UNIT DOCUMENT Reason Code INSTRUCTIONAL-UNIT IDENTIFIER	
(2.5.2 <u>Transparencies</u> . The transparencies shall be provided in Service specified format(s). Transparencies shall be in accordance with Government approved production standards.) DOCUMENT IDENTIFIER DOCUMENT MEDIA Code GUIDANCE CATEGORY CODE GUIDANCE DOCUMENT Reason Code GUIDANCE IDENTIFIER GUIDANCE TYPE Code (Dev) INSTRUCTIONAL UNIT DOCUMENT Reason Code INSTRUCTIONAL-UNIT IDENTIFIER	
(2.5.3 <u>Wall charts</u> . The wall charts shall be provided in Service specified format(s). Wall charts shall be in accordance with Government approved production standards.) DOCUMENT IDENTIFIER DOCUMENT TYPE Code (Dev) GUIDANCE CATEGORY CODE GUIDANCE DOCUMENT Reason Code GUIDANCE IDENTIFIER GUIDANCE TYPE Code (Dev) INSTRUCTIONAL UNIT DOCUMENT Reason Code INSTRUCTIONAL-UNIT IDENTIFIER	
(2.5.4 <u>Job Aids (JA)</u> . JAs shall provide step-by-step instructions related to the performance of a task in either the job or training environment. These procedural instructions shall be expressed as written or visual information or a combination of both. Each JA shall consist of:) MATERIEL IDENTIFIER MATERIEL-ITEM IDENTIFIER MATERIEL-ITEM TYPE CODE TASK TYPE MATERIEL Format Code TASK TYPE MATERIEL Identifier TASK TYPE MATERIEL Reason Code TASK TYPE MATERIEL Type Code	
(2.5.4 a. Title.) MATERIEL ALTERNATE IDENTIFIER MATERIEL IDENTIFIER TASK TYPE MATERIEL Description Text	

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TABLE 1. Standard digital data requirements - Continued

DID PARAGRAPH AND RELATED STANDARD DATA ELEMENT(S)	REQUIRED
TASK TYPE MATERIEL Identifier TASK TYPE MATERIEL Reason Code	
(2.5.4 b. Task.) TASK DESCRIPTION TEXT TASK IDENTIFIER TASK TASK TYPE Identifier TASK TYPE MATERIEL Reason Code	
(2.5.4 c. Applicable learning objective(s).) LEARNING-OBJECTIVE DESCRIPTION TEXT LEARNING-OBJECTIVE IDENTIFIER MATERIEL IDENTIFIER TASK IDENTIFIER TASK LEARNING OBJECTIVE Reason Code TASK TASK TYPE Identifier TASK TYPE MATERIEL Reason Code	
(2.5.4 d. Administrative instructions.) GUIDANCE CATEGORY CODE GUIDANCE IDENTIFIER GUIDANCE TYPE Code (Dev) MATERIEL GUIDANCE Reason Code MATERIEL IDENTIFIER	
(2.5.4 e. Body (written or visual procedural guidance).) GUIDANCE CATEGORY CODE GUIDANCE IDENTIFIER GUIDANCE TYPE Code (Dev) GUIDANCE-CITATION TYPE CODE MATERIEL GUIDANCE Reason Code MATERIEL IDENTIFIER	
(2.6 Part 5: Training material change data. Training material change data provides information which is necessary for keeping the training materials current and compatible with the systems and equipment as engineering, technical or operational changes are made. Training material change data shall contain the following:) INSTRUCTIONAL-UNIT IDENTIFIER	
(2.6.1 <u>Training materials change.</u> (Change to training materials for example; management documentation, curriculum materials, and instructional media materials may be developed after these materials are promulgated for use. A change to any training material is issued to add, amend, correct, substitute, delete or otherwise modify existing data and usually affects less than 30 percent (this is variable according to media type) of the material being changed, and does not impact on course learning objectives or resources.) A change shall consist of three parts: change pages, change materials, and change notices as follows:) DOCUMENT ASSOCIATION Reason Code (Dev) DOCUMENT IDENTIFIER INSTRUCTIONAL UNIT DOCUMENT Reason Code INSTRUCTIONAL-UNIT IDENTIFIER PLAN TYPE CODE (SDE) PLAN-ASSOCIATION IDENTIFIER PLAN-ASSOCIATION REASON CODE	
(2.6.1 a. The change pages shall consist of all pages within the training materials that have been modified, corrected, or amended and those pages added or substituted. The change pages shall be in the format of the existing training materials. Changes in training materials shall be made by reissuing new pages on which the changes are to be shown. Complete two-sided pages (both sides) shall be replaced so that the old page can be removed and the new page inserted. (During development, it is essential that each change to a material page be checked for impact on other pages among the training materials.))	

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TABLE 1. Standard digital data requirements - Continued

DID PARAGRAPH AND RELATED STANDARD DATA ELEMENT(S)	REQUIRED
DOCUMENT ASSOCIATION Reason Code (Dev) DOCUMENT Category Code DOCUMENT DATE Type Code DOCUMENT IDENTIFIER DOCUMENT NAME Type Code DOCUMENT Purpose Code ORGANIZATION DOCUMENT Organization Role Code ORGANIZATION DOCUMENT Reason Code ORGANIZATION-DOCUMENT BEGIN DATE ORGANIZATION-DOCUMENT END DATE ORGANIZATION-NAME TEXT PERSON DOCUMENT Person Role Code PERSON IDENTIFIER PERSON-NAME CATEGORY CODE PERSON-NAME TEXT	
(2.6.1 b. The change materials shall include of the instructional media materials (e.g., slides, transparencies) that have been modified, corrected, or amended, added, or substituted. Changes to some media materials are not possible due to the nature of the material. When approved changes are made, the change materials shall be in the format of the existing training materials. (During development, it is essential that the change materials be checked for impact on the instructor guide and trainee guide, as well as other support materials.)) DOCUMENT ASSOCIATION Reason Code (Dev) DOCUMENT Category Code DOCUMENT DATE Type Code DOCUMENT IDENTIFIER DOCUMENT NAME Type Code DOCUMENT Purpose Code DOCUMENT TYPE Identifier (Dev) ORGANIZATION DOCUMENT Organization Role Code ORGANIZATION DOCUMENT Reason Code ORGANIZATION-DOCUMENT BEGIN DATE ORGANIZATION-DOCUMENT END DATE PERSON DOCUMENT Person Role Code PERSON IDENTIFIER PERSON-NAME CATEGORY CODE PERSON-NAME TEXT	
(2.6.1 c. Change notices are used to transmit changed training materials. Change notices are not used to make or transmit complete revisions. The change notice shall be a letter containing the promulgation heading, justification, and directions for inserting the change and shall include the following:) DOCUMENT IDENTIFIER DOCUMENT TYPE Code (Dev)	
(2.6.1 c(1) The promulgation heading shall contain the name and address of the contracting activity, audience (all holders of the document or materials), change and document number, date of the change, number of pages or material items in the change notice, number of changes enclosed, and the signature of approval with the name and title typed beneath the signature.) DOCUMENT ASSOCIATION Reason Code (Dev) DOCUMENT Category Code DOCUMENT DATE Type Code DOCUMENT IDENTIFIER DOCUMENT NAME Type Code DOCUMENT Purpose Code ORGANIZATION DOCUMENT Organization Role Code	

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TABLE 1. Standard digital data requirements - Continued

DID PARAGRAPH AND RELATED STANDARD DATA ELEMENT(S)	REQUIRED
ORGANIZATION DOCUMENT Reason Code ORGANIZATION IDENTIFIER ORGANIZATION-DOCUMENT BEGIN DATE ORGANIZATION-DOCUMENT END DATE ORGANIZATION-POSTAL-ADDRESS-USAGE CODE ORGANIZATION-USPS-POSTAL-ADDRESS DELIVERY LINE TEXT ORGANIZATION-USPS-POSTAL-ADDRESS LAST LINE TEXT ORGANIZATION-USPS-POSTAL-ADDRESS PRIMARY TEXT ORGANIZATION-USPS-POSTAL-ADDRESS SECONDARY TEXT PERSON TYPE DOCUMENT Identifier PERSON TYPE DOCUMENT Person Type Role Code PERSON-TYPE IDENTIFIER	
(2.6.1 c(2) If the required information is available, this section shall state that the changes incorporate responses to change initiation documents. This phrase shall be followed by a list of the documents providing review and approval information for the change process. Impact of incorporation shall be specifically addressed.) DOCUMENT ASSOCIATION Description Text (dev) DOCUMENT ASSOCIATION Reason Code (Dev) DOCUMENT IDENTIFIER DOCUMENT Purpose Code	
(2.6.1 c(3) Directions for inserting the change shall provide directions for accomplishing the change, including additional paragraphs which shall provide instructions to enter the change into the document and to retain the change notice. For inserting a change that is supported by a list of effective pages, two columns are required: 1) remove page(s) and 2) insert page(s). Inserting a change that is not supported by a list of effective pages requires the following: 1) new page/material, 2) change status, and 3) superseded page/material.) DOCUMENT ASSOCIATION Reason Code (Dev) DOCUMENT Category Code DOCUMENT IDENTIFIER DOCUMENT NAME Type Code DOCUMENT Purpose Code GUIDANCE DOCUMENT Reason Code GUIDANCE IDENTIFIER	
(2.6.2 <u>Training materials revision.</u> This data shall provide a revision of training materials to add, amend, correct, substitute, delete, or otherwise modify existing data. (A revision affects course learning objectives, requires additional resources, or the revision is of a magnitude to require a course trial of the material. A revision usually affects more than 50 percent (variable percentage according to media type) of the document or material being modified. A revision results in the replacement of existing curriculum materials with newly developed materials.)) DOCUMENT ASSOCIATION Reason Code (Dev) DOCUMENT DATE Type Code DOCUMENT IDENTIFIER DOCUMENT Name (SDE) PLAN TYPE CODE (SDE) PLAN-ASSOCIATION IDENTIFIER PLAN-ASSOCIATION REASON CODE	

4. End of DI-ALSS-81523A.